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ABSTRACT

This manual has been written primarily for internet novices and for people already familiar with online communications who want to learn more about the growing array of electronic resources pertaining to Women's Studies and to transforming the curriculum so that it better reflects women's experience, accomplishments, and perspectives. Chapter 1 introduces e-mail, its uses, and e-mail addresses. Chapter 2 looks at e-mail "lists" and electronic discussion forums, and explains how to find lists, how to participate in discussion forums, and how they can be used in curriculum transformation. Chapter 3 describes the World Wide Web and its uses, as well as related topics like telnet, ftp, gopher, search engines, and web browsers. Chapter 4 offers specific guidance about where to find online information about women, especially materials useful for curriculum transformation. Chapter 5 is on how to gain access to the Internet, and the final chapter lists additional sources of information. (DB)

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WOMEN in the CURRICULUM

ED 432 957

INTERNET RESOURCES ON WOMEN

Using Electronic Media in Curriculum Transformation

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National Center for Curriculum Transformation Resources on Women
1997

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INTRODUCTION

"I don't want anything to do with electronic communications. It's so cold, so mechanical, so impersonal!" Many people still labor under misconceptions like this. As a result, they cut themselves off from an exciting and convenient way to communicate with others and from important professional resources.

This manual has been written primarily for two groups of people. One is Internet novices, people who know little or nothing about electronic communications and may feel uneasy about getting involved. The other group consists of people already familiar with online communications who want to learn more about the growing array of electronic resources pertaining to Women's Studies and to transforming the curriculum so that it better reflects women's experience, accomplishments, and perspectives. If you belong in this latter group, you may wish to skip some of the technical discussion and focus more on chapters two and four. If, on the other hand, you have had little to do with online communications and perhaps aren't even sure what e-mail looks like or how it arrives, start with chapter one.

First, a word about the terminology you'll see in this manual. The "Internet" is a worldwide network of computer networks. "Cyberspace" refers loosely to the world of electronic communications. The terms "electronic communications" and "e-mail" are related but not

synonymous. "Electronic communications" refers to all the different kinds of information exchange that can take place between two computers. "E-mail" or electronic mail is one aspect of electronic communications. Other useful aspects involve connecting to databases and transferring files.

The first chapter of this manual will introduce you to e-mail and describe some of the things you can do with it. You'll also learn how to decipher e-mail addresses and how to find the addresses of people you know.

Chapter two looks at e-mail "lists," electronic discussion forums where you can exchange messages with people all over the world who share your interests. The chapter explains how to find lists, how to participate, and how lists can be useful in curriculum transformation.

These days, everyone is talking about the World Wide Web. Chapter three describes both the Web and some of the other tools you can use to find and retrieve online information. It begins by talking about telnet, ftp, and gopher and then moves into a longer section about the World Wide Web and how to use it. After you've read it, you too will be able to drop phrases like "web browser," "URL," and "search engine" into your next cocktail party conversation. Better yet, you'll even know how to *use* web browsers, URLs, and search engines!

Having learned about the World Wide Web and the like in chapter three, you'll be all set for chapter four, which deals with where to find online information about women, especially materials useful for curriculum transformation. It covers information available via e-mail as well as what you can find on the Web.

Of course, this entire discussion assumes that you have access to the Internet. These days, most faculty at

colleges and universities do have access through their institutions. But if you don't, take a look at chapter five, "Gaining Access to the Internet."

The last chapter, "For More Information," offers suggestions for where to turn for more information about the Internet. It includes some very helpful books as well as selected online sources that I've found especially clear and useful. Some I've used for years; others I discovered as I wrote this manual. If you come upon other resources that you'd like to recommend, please let me know. I'd also welcome your feedback about any part of this manual. You can reach me at the following snail mail and e-mail addresses:

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The information you report will not be squirreled away until a new edition appears. Instead, this manual will provide continual online updates. As soon as I learn about additions or changes, I will make that information available on the World Wide Web. To see what's new, simply go to http://www.umbc.edu/wmst/updates.html. (If that address makes no sense to you, see the discussion of the World Wide Web in Chapter 3 of this manual.)

Having described what you'll find in the manual, I should also say a word about what you won't find. The manual contains little discussion of how to do curriculum transformation. The National Center for Curriculum Transformation Resources on Women, the manual's publisher, offers other works in their "Women in the Curriculum" series that deal in detail with varied aspects of

curriculum transformation. See the list of publications at the end of this manual.

As for the Internet discussions, the examples have been drawn from my computer experience, which has been exclusively with PCs rather than Macs. Also, while I have accounts on UNIX, VAX/VMS, and VM/CMS systems, the examples tend to assume a UNIX or VAX environment. However, I think most of the manual should be useful no matter what kind of computer or operating system you use. Where systems differ (for example, in the details for using e-mail), I've usually tried to describe features to look for rather than give specific instructions.

Finally, though just one author's name appears on this manual, and I alone am responsible for any errors or lack of clarity, many people helped make this manual possible. In particular, I'd like to thank Sara Coulter and Beth Vanfossen of the National Center for Curriculum Transformation Resources on Women for their confidence in asking me to write the manual, and for the help they've provided. Thanks, too, to the wonderfully supportive staff at UMBC's University Computing Services, especially Jack Suess and Stephanie O'Hara, for their help and their patience. The manual's information about online Web sites owes much to Phyllis Holman Weisbard, the Women's Studies Librarian for the University of Wisconsin System, who has generously shared her discoveries with me over the years. Melissa Ralls, a talented undergraduate at UMBC, saved me from numerous errors through her painstaking proofreading of the manuscript. My biggest debt, now as always, is to my husband, Vic.

Joan Korenman

February 1996; revised November 1996

1

E-MAIL

Why Use E-Mail?

Thanks to recent media attention to the so-called "information superhighway," many people have now heard of e-mail, but often they don't have a clear idea of what it is. "What does it look like?" one person asked not long ago at a talk on electronic communications. "Does someone knock at my door to deliver the messages? What happens if I'm not there when the messages arrive?" No one comes to the door to deliver e-mail. It appears on your computer screen, and it looks very much like a document you'd create with a word processor. "Well," you may say, "if that's the case, why not just use a word processor?" The answer is simple: speed and cost.

Let's say you live in New York and you've written a long letter on your word processor that you want to send to a friend in California. You could print the letter out, put it in an envelope, and send it through the regular mail (which e-mail users often refer to as "snail mail"). If you're lucky, the letter will arrive in California several days later. Or, if you and your friend have fax machines, you could fax the letter to her, but you'd have to pay for the fax machine's

long-distance call to California. If the two of you don't have fax machines, companies like Federal Express will provide overnight delivery, but at even higher cost. By contrast, if you and your friend have e-mail accounts, you can send your letter to her without even printing it out. You'd just type her address and hit a few keys on your computer. Your message will probably arrive at its destination just seconds later, whether that destination is down the block, across the country, or halfway around the world. And in most cases, you can do this at little or no cost, even if your letter is thirty pages long.

In addition to speed and cost, e-mail offers another advantage: convenience. No more busy signals, no more telephone tag. And you don't have to worry about whether you're interrupting an office conference or someone's sleep.

If you live in Denver and decide at 7 p.m. that you'd like to send a message to someone in Paris, where it's 3 a.m., no problem. The message will simply sit quietly in the computer waiting for the person in Paris to "log on" (i.e., call up her e-mail account on the computer) and read it. If she's away on vacation, it will still be there when she returns.

Another appealing aspect of e-mail is exemplified in a NewYorker cartoon that shows a dog sitting at a computer with its paws on the keyboard. The dog turns to another dog sitting nearby and says, "On the Internet, no one knows you're a dog." And it's true: all you know about an e-mail writer is what that person (or dog) chooses to tell you. The anonymity of e-mail *can* lead to abuse: people will say things on the computer that they might not say face to face. Women have experienced sexual harassment through e-mail. But the anonymity of e-mail can also be wonderfully liberating. People do not respond to what you look like, nor how old or young you are, nor to your race or accent. Often they do not even

know whether you are male or female. All they know is your e-mail address, which can often be an unrevealing JSMITH@PANIX.COM or U12345@UIUC.EDU (we'll look at how to interpret e-mail addresses later in this chapter). Without all the usual cues, people are more likely to respond to what you say rather than to their stereotypes about someone who is overweight, or a teenager, or a woman in her 70s, or someone who speaks with a heavy accent. And, of course, e-mail is a great boon to people with speech impediments or hearing problems or disabilities that limit their mobility. It brings to the center people whom our society too often relegates to the margin.

E-mail is equally useful for personal and professional documents. Because it's so quick and easy to send drafts and data back and forth electronically, increasing numbers of professors, lawyers, writers, and others now collaborate on books and papers via e-mail, sometimes with people they know only through electronic communications.

E-mail is also a useful tool for committee members and political activists, both because you can send messages very quickly and because it is easy to send out a message to lots of people at once. One woman has established a private pro-choice distribution list numbering more than a hundred people to whom she sends the latest news, legislative initiatives, suggestions, and other items of interest concerning reproductive rights. Increasingly, members of Congress are becoming reachable electronically, and both the President and Vice-President have e-mail addresses: PRESIDENT@WHITEHOUSE.GOV and VICE.PRESIDENT@WHITEHOUSE.GOV . (At times in this manual, I've put e-mail addresses in upper-case letters to help them stand out. In general, it does not matter whether you use upper or lower case in e-mail; it does matter, however, for ftp, gopher, and the World Wide Web. You should copy those addresses exactly as they appear.)

"OK," you may be thinking, "enough already. Just tell me what I have to do." Since each e-mail system works somewhat differently, no small manual can provide detailed instructions. You're best off getting such instructions from the computer support people on your system. At colleges and universities, these folks are often found in places with names like "Information Services," "Academic Computing Services," or "Computer Science Center." Manuals describing your system can also sometimes be helpful; you may be able to find one at the computing center or a local bookstore. (If you can't get an account through your institution, see chapter five, "Gaining Access to the Internet.")

Though this manual can't tell you in detail how your particular e-mail system works, it can describe some features that are common to most systems, so you'll have a general sense of the possibilities and what to ask about.

E-Mail Features

Sending Messages

Any e-mail system will enable you to send messages to other people, organizations, and anything else that has an e-mail address. Sending mail is usually quite easy. You type or click "send" or "mail" or some similar command. The e-mail program will then prompt you for the address to which you want to send your message. Let's say that your good friend Jane Doe, a student at the University of Maryland Baltimore County, has told you that her e-mail address is jdoe@umbc.edu . When you're prompted for an address, you simply type that address, jdoe@umbc.edu, and hit "return." (Some people on VAX/VMS systems have to add

a prefix to that address, something that looks like IN%" or SMTP%" and another set of quotation marks after the address; if you're on a VAX/VMS system, check with the computer support people to find out whether that's necessary.)

After you've typed the address and hit "return," the system may ask you whether there's anyone to whom you'd like to send a "carbon copy" (cc:). If you know of someone else who may be interested in receiving your message, you can add her address at the cc: prompt. Most systems will also prompt you for a subject heading. This is a convenient way for you to let the recipient(s) know quickly what your message is about. You don't have to provide a subject heading—your message will be sent even if you don't—but a useful heading is considered good "netiquette" (net etiquette). If your system doesn't prompt you for a subject heading, you can usually supply one anyway. Ask your computer support staff to tell you how.

Once you've answered all the mail program prompts, you can write your message, using your system's editor. The editor may or may not resemble a wordprocessor that you're used to. Some editors are much easier to use than others, and some have many features while others have few. Many UNIX users find the Pine mail program, with its Pico editor, delightfully easy to use; the commands are always available on screen. Many VAX/VMS users prefer the very capable editor EVE to the older EDT, which is still the default on some systems. Don't be afraid to ask the computer support staff what editors are available to you and how you can access them.

Once you've completed your message, you simply hit the appropriate key (or click the "send" icon), and your message goes off to its destination.

TRICKY PART: Until recently, e-mail messages had to be written in plain ASCII text (the normal letters and numbers found on most typewriter keyboards); they couldn't contain graphics or any funny characters, and if you wrote a document in, say, WordPerfect, you had to convert it first to ASCII (what WordPerfect called DOS text) or encode it before you could send it in your e-mail message. Now, many e-mail systems make it possible for you to send your word-processed files as well as pictures and other non-text files via e-mail through the use of **MIME** format or **attachments**. Discussion of MIME, attachments, encoding, etc. lies beyond the scope of this manual. Be aware, though, that unless you use one of these, you should send only straightforward ASCII text.

Receiving Messages

Receiving messages is even easier than sending them. On many systems, if new messages have arrived for you since the last time you logged on, you'll be told upon logging on, "You have mail" or "You have 3 new mail messages." If you then enter the mail program (usually by typing "mail" or the name of your mail program, such as "pine" or "elm"), you'll be presented with a list of the messages. You can then select which message you wish to read first.

Though you may not receive many messages when you start using e-mail, it's a good idea to check for e-mail at least once each day. There's something tremendously compelling about e-mail. Perhaps it's the immediacy: you know that your message will arrive and may be read just seconds after you send it. Or perhaps it's the ease with which you can send and reply to messages. Whatever the explanation, you'll probably find that you get and send more messages on e-mail than you did via snail mail. Thus, you

should get into the habit of checking your e-mail regularly, deleting messages as soon as you no longer need them, and filing those you wish to save into separate electronic folders arranged by topic or writer. (Deletion methods vary from system to system; try typing **d**, **delete**, or **discard** while the message is on your screen, or, while looking at the list of messages, click on the message and hit the delete key.) If you don't keep up with your e-mail, you may find that your e-mailbox becomes overstuffed and you can no longer receive new messages.

Replying to Messages

You may be a terrible snail mail correspondent, always intending to write back but somehow never managing to find time. With e-mail, replying to messages is so easy that even the most delinquent letter writer may be prompted to mend her ways. Most e-mail programs have a special reply feature. If you type (or click) **r** or **reply** while reading an e-mail message, the reply feature will automatically set up a response, using the address and subject heading from the message to which you're responding. Many mail programs will also give you the option of quoting that message at the beginning or the end of your reply. (Often, each line of the quoted passage will be preceded by a ">" symbol, an e-mail quoting convention.) Quoting is especially useful if several days have elapsed since the message arrived. A reply that says "I'm not really sure. I suggest you ask Stephanie" may be a lot clearer if it's preceded by the original question:

> Hi, Chris. Do you know how to download files
> from the mainframe to your PC at home?

I'm not really sure. I suggest you ask Stephanie.

Chris

Forwarding Messages

In keeping with the suggestion Chris made in the last example, suppose you ask Stephanie how to download files and she replies with a set of wonderfully clear, specific instructions. You know that Chris would appreciate a copy. With e-mail, you can easily forward Stephanie's message. On many systems, you need only type (or click) **forward** or **f** while reading a message. You'll be prompted for an address. Once you type in the address and hit "return," you can add a few introductory remarks, if you wish, and then send the message on its way.

Canceling Messages

One very important e-mail procedure you should be sure to learn is how to cancel a message without sending it. You may decide your department chair won't appreciate your sarcasm, or perhaps you're having second thoughts about inviting your sister and her five cats for the weekend, but your message is written, addressed, and ready to go. What can you do? All systems have some procedure for canceling an e-mail message without sending it. The procedure differs from one system to another; don't hesitate to ask the computer support staff how to do this on your system. (Be sure to make it clear that you're talking about messages that haven't yet been sent. On most systems, once you send the message, it's too late to change your mind.)

Three More Useful Features

As you become comfortable with your e-mail system, you will probably discover many helpful features. Here are three common ones to look for:

Address shortcuts.

E-mail addresses are sometimes long and difficult to remember. Many e-mail systems make it possible for you to designate nicknames to use in place of the long, cumbersome address. For example, suppose your friend Janie gets a job at Ohio State University. She happily tells you that her new e-mail address is JANIEDOE @HUMANITIES8.COHUMS.OHIO-STATE.EDU. Your heart sinks. Your fingers start to cramp. How will you ever remember so long an address? And how will you manage to type it without any mistakes? If your system has a "**nickname**" or "**alias**" or "**address book**" feature (in Pine, choose "**A**ddress book" from the **M**ain menu), your problem is solved. You simply tell the computer that from now on, when you address mail to the nickname JANIE, it should be sent to JANIEDOE@HUMANITIES8.COHUMS.OHIO-STATE.EDU. Of course, if you have two friends named Janie, you'll have to give them different nicknames and remember which nickname refers to which Janie! (Note: if you're on a VAX/VMS system, you may have to put the nicknames in what's called a login.com file; ask your computer support staff for help.)

Distribution lists.

A distribution list is a special kind of address shortcut that enables you to send mail to many people at once by using a group nickname or alias. You type all the group members' e-mail addresses once and assign a nickname to that set of addresses. Then, any time you want to send a message to all the people in the group, you simply address the message to the group's nickname. I use a distribution list to communicate with the fifteen people on the Women's Studies Coordinating Committee at my school. I simply address the message to "WSCC" and all fifteen people receive it. (In Pine, choose

Address book from the **M**ain menu and then **S** for starting a new distribution list. You'll be prompted for the steps to follow.)

Signature files.

It's usually a good idea to include information at the end of an e-mail message that tells people who you are and how you can be reached. Many e-mail systems enable you to provide this information easily through what's known as a "signature file." Once you create such a file, some systems will append it automatically at the end of every message you send, while with others you give a simple command when you want it to appear. For example, I've arranged my e-mail account so that when I press ALT-S, the following signature appears:

> Joan Korenman Internet:korenman@umbc.edu
> U. of Md. Baltimore County
> Baltimore, MD 21250
>
> The only person to have everything done by Friday was
> Robinson Crusoe

Appended at the very end of a message, the signature tells you who sent the message, how she can be reached by e-mail, and, sometimes, a little about her affiliation and personality. Some people also include their work phone and fax numbers. Since the cyber world includes its share of kooks, you'd be wise not to provide your home address or phone number in your signature file.

Some e-mail guides recommend that signature files be no more than four lines long. You'll rarely run into trouble if yours is slightly longer, but some people may start to complain if your signature fills most of the screen. Keep in mind that some systems charge their users according to the length of the messages they send and receive.

Though automatic signature files are convenient, you may find that on occasion you don't want your signature appended. For example, the software that controls many e-mail discussion lists (see next chapter) sometimes has difficulty if you include any words it doesn't recognize. If you have a system that will automatically append your signature file, you should learn how to disable that feature or to edit out the signature when necessary.

Undeliverable Mail

Occasionally, e-mail you've sent may be returned to you as undeliverable. If that happens, examine very carefully the e-mail address you've typed: most of the time, delivery problems result from a typing error. If the error message you receive says "**user unknown**," pay particular attention to the part of the address to the left of the @ sign. Your message reached the computer specified in the address, but the **username** (jdoe in the address jdoe@umbc.edu) did not match any on that system. If, on the other hand, the error message says "**host unknown**," scrutinize the part of the address to the right of the @ sign. You may have transposed two letters, or left out part of the address. Be on the lookout for common errors like confusing V and U, 0 (zero) and O (capital letter),or 1 (number one) and l (small L). If you're sure you have not made a typing error, you should get in touch with the person some other way to find out whether her e-mail address has changed.

Sometimes, e-mail may be returned to you with an error message such as "service unavailable" or "connection timed out." Unlike "host unknown," these error messages indicate that the computer you're trying to reach exists but mail cannot currently get through to it. Usually, the problems that produce such messages are short-lived; you might try to

re-send the message in a day or two. If that attempt, too, is unsuccessful, ask your system's computer support staff for help.

Understanding E-Mail Addresses

Once you have established an e-mail account, be sure to let people know your e-mail address, and ask them for theirs. The first time you encounter an e-mail address, it may look like impossible-to-remember gibberish. However, don't despair. There's a method underlying the apparent madness; once you understand the method, you will find it easier to remember addresses and to type them accurately.

Most e-mail addresses have two major parts separated by "@" (an "at" sign). The part before the @ is your **username** or mailbox; it is similar to the first line in a snail mail address, but instead of "Ms. Jane Doe" or "Prof. Helen Smith," the e-mail username may look like "jdoe" or "helen.smith" or even "uz1259k." The part after the @ is the **host** or **domain**, the location where jdoe or helen.smith or uz1259k has her e-mail account.

In an Internet address (increasingly, the most common kind of address), the domain has at least two parts; often, it has more: @columbia.edu, @helix.nih.gov, @igc.apc.org, @fermi.clas.virginia.edu . The parts of the domain address move from most local and specific to most global and general (just as a snail mail address moves from the specific street address to the town, the state, and sometimes the country). Thus, the address helen.smith@helix.nih.gov indicates that Helen Smith has an account on a computer called "helix" located at the National Institutes of Health (nih), which is a governmental organization (gov), while

ajones@fermi.clas.virginia.edu is the address of someone named A. Jones who uses the computer "fermi" in the College of Liberal Arts and Sciences (clas) at the University of Virginia, an educational institution (edu). (NOTE: If you see an address that has only one "word" after the @, it's probably a **Bitnet** address: abrown@cunyvm, for example. To send mail to **Bitnet** addresses from the Internet, you may have to add .bitnet, as in abrown@cunyvm.bitnet.)

Internet addresses have two kinds of endings. Most addresses in the United States have three-letter endings that indicate the kind of organization that houses the computer. The most common categories are:

.com	commercial organization
.edu	educational institution
.gov	government
.mil	military organization
.net	networking organization
.org	nonprofit organization

These endings refer to what is sometimes called the "top-level domain." As the Internet expanded outside the United States, more top-level domain designations were needed. Two-letter top-level domain designations were developed; these indicate the country where the computer account is located. Here are a few:

.at	Austria.	.ie	Ireland
.au	Australia	.il	Israel
.ca	Canada	.jp	Japan
.de	Germany	.se	Sweden
.es	Spain	.tw	Taiwan
.fi	Finland	.uk	United Kingdom
.fr	France	.us	United States

Some computers in the United States use the .us ending, but most use the three-letter organizational ending.

Outside the United States, however, country codes prevail. One amusing and useful point to bear in mind: just as the British drive on the other side of the road, so too do they reverse the order of their e-mail addresses. Thus, someone at Cambridge University may list her address as jzx9@uk.ac.cambridge.phoenix, where "phoenix" is the name of the computer, located at Cambridge University, an academic (ac) institution in the United Kingdom (uk). Unfortunately, if you try to send mail to her using that address from most other countries, your message will probably be returned, so remember to reverse the order, putting the country code at the end: jzx9@phoenix.cambridge.ac.uk.

Finding People's Addresses

Now that you know all the neat things you can do with e-mail, and you have some idea of how to read an e-mail address, you're probably eager to send messages to some of your friends and colleagues. You sit down at your computer, and then the realization strikes: you don't know anyone's e-mail address! What should you do? Unfortunately, there's no single registry where all addresses can be found. However, many sources of partial information exist online. Here are the seven I've found most useful:

1. Online phone directories
2. World Wide Web search services
3. E-mail subscriber listings
4. Usenet address server
5. Finger
6. Netfind
7. Cutting-edge method

1. Online phone directories.

Many colleges and universities and a limited number of other organizations have made their "phone books" available online. If you know where the person you're looking for works or studies, you may be able to find her e-mail address by using special services on the World Wide Web or on gopher. The Web has a convenient service called **PH: A More Advanced User Interface**; two addresses or "URLs" at which it can be found are **http://www.sce.cornell.edu/phone-gw.html** and **http://research.umbc.edu/phsearch.html**.
(For information about how to use the World Wide Web and gopher and how to interpret URLs, see chapter three. For now, let me simply note that this manual's printing format may at times spread a World Wide Web address or "URL" over more than one line; however, when you type these addresses, do not insert any breaks or spaces.) To use **PH: A More Advanced User Interface**, simply go to its URL, type in the person's last name, select her institution from the long list in the next box, and click on "Submit" or "Do E-mail Search."

A similar service exists on gopher at the University of Notre Dame. Gopher to **gopher.nd.edu** and, from the main menu, select Non-Notre Dame Information Sources/ and then Phone Books—Other Institutions/. You'll then be presented with a menu, arranged geographically. If the person you're looking for works or studies anywhere in North America, choose that entry. You'll then be presented with a list of all North American institutions that have made their phone books available online via gopher.

I might add that sometimes a university has an online phone book that's not listed in **PH: A More Advanced User Interface** or in the Notre Dame gopher

compilation. If you don't see the university you're looking for in **PH**, try reaching the institution's home page. Christina DeMello has compiled a large listing of **College and University Home Pages** covering 80 countries; its URL is **http://web.mit.edu/cdemello/www/univ.html** .
Alternatively, you can try guessing the home page address by adding "www" and "edu" to the institution's name or abbreviation. For example, I wanted to find an e-mail address for someone who I thought might teach at West Virginia University, but the school wasn't listed in **PH** and I didn't have the DeMello compilation's URL handy. Instead of giving up, I took a guess that West Virginia University's home page might be at http://www.wvu.edu/ . Sure enough, it was, and from the home page, I was able to access a campus phone book, and I found the person I was looking for!

Similarly, you can occasionally find phone books not listed in the Notre Dame gopher compilation. Go to the main menu of your gopher server and look for an entry called something like Other Gopher Servers. To find the Tulane University phone book, for example, which isn't in the Notre Dame compilation, go to Other Gopher Servers, wend your way down from North America to USA to Louisiana, and you'll come to an entry for Tulane. If you choose that entry, you'll find the Tulane phone book.

When using most online phone directories, I've found it best to enter only the person's last name, even when it looks as if I could enter the first name as well. Often, entering more than the last name seems to confuse the search mechanism. Unless the person's name is Smith or something else extraordinarily common, I've had best luck entering just the last name and then scrolling through the resulting list of names to find the person I'm looking for.

2. World Wide Web Search Services.

The URL noted above is one of several sites on the World Wide Web that offer help in finding e-mail addresses. The one I've had the most success with is **Four11 (http://www.four11.com/)**, which claims a database of more than eight million addresses and asks that you add your address in order to use its services. Another worth trying is **WhoWhere (http://www.whowhere.com/index2.html)**. You can find links to a number of search services at **PeopleSearch (http://www.w3com.com/psearch/)** and at the **All-in-One Search page (http://www.albany.net/allinone/)**.

3. E-mail Subscriber Listings.

If you know that the person you want to reach is a member of a particular e-mail list, it is sometimes possible to send for a list of all subscribers to that list and then search through the list (preferably by using a text editor's FIND or LOCATE command) to find the person's name and e-mail address. (See chapter two for information about e-mail lists.) For the thousands of lists that use LISTSERV software, you can often send the message **REVIEW [listname] BY NAME** to the list's administrative address. You'll get back a list of subscribers arranged alphabetically by last name (except that everyone who put their name in quotation marks or parentheses will be listed before the A's begin). Thus, to get an alphabetical list of subscribers to ANAHITA, a list dealing with women and gender in the ancient world, you would send the message REVIEW ANAHITA BY NAME to LISTSERV@LSV.UKY.EDU . REVIEW ANAHITA BY COUNTRY will return the subscriber list arranged alphabetically by country. Be aware that the subscriber list will not include those people who have

arranged to have their names "concealed." NOTE: Some lists will provide the subscriber list only to list members, and increasing misuse of subscriber lists for commercial purposes has led some lists (e.g., FEMISA, WMST-L) to restrict access to their membership lists even further.

The above instructions will work only for lists using LISTSERV software (these lists usually have the word LISTSERV in their administrative address). You can get a listing of subscribers (not arranged in any useful order) on lists using other software by sending the following commands (the left-hand column is the name of the software, and also usually the word used in the list's administrative address):

MAJORDOMO:	WHO [listname]
LISTPROC:	RECIPIENTS [listname]
MAILBASE:	REVIEW [listname]
MAILSERV:	SEND/LIST [listname]

4. Usenet Address Server

Another way to find people is through the Usenet Address Server. Unlike the online phone books, the Usenet Address Server can be used even if you don't know anything more about the person than her/his name (whereas to use the phone books, you have to know which institution's phone book to try, while to use subscriber listings you have to know which lists the person subscribes to).

The Usenet Address Server draws information from Usenet newsgroups. Millions of people all over the world participate in these newsgroups. Someone has written a program that automatically places the names and e-mail addresses of all the people who participate in any of the thousands of Usenet forums into a huge, searchable database. If the person you're looking for has sent a message to a

Usenet newsgroup within the past year, chances are that the database contains her e-mail address. To find it, send an e-mail message to **mail-server@rtfm.mit.edu** . Leave the subject line blank, and in the body of the message, type the following line: **send usenet-addresses/name**, where name is the person you're looking for.

For example, if you want an e-mail address for Joan Korenman, simply type **send usenet-addresses/korenman**. You can use a first name, a last name, or a username, and you needn't have any idea where the person works. The program on rtfm.mit.edu will search the Usenet database and send back an e-mail message with all the entries that contain the name you've specified, whether that name appears as part of the username, the domain name, or just the personal name. The response to the message "send usenet-addresses/korenman" might look something like this:

——cut here——
Joan Korenman <KORENMAN@UMBC.EDU> (Jun 2 94)
korenman@umbc2.umbc.edu (Joan Korenman) (May 26 94)
eak@cunyvm.cuny.edu (Elaine Korenman) (Feb 30 95)
smith@korenman.com (Helen Smith) (Jun 31 95)
——cut here——

The above response (partly fabricated) includes two possible addresses for Joan Korenman, as well as two that clearly refer to other people. You can include several inquiries in one e-mail message; just be sure to put each inquiry on a separate line. (Note: inquiries to the Usenet Address Server may take hours before you receive a response.) Of course, if the person you're looking for doesn't participate in Usenet newsgroups, her name and e-mail address won't appear in the database, but it's worth a try.

5. Finger.

Finger is a very useful feature found on UNIX and on many VAX/VMS systems. If you know that your friend Jane Doe has an e-mail account on panix.com, a public access UNIX system in New York, but you don't know her specific username, you can try fingering her (no, that's not the same as giving her the finger!). At your system's basic prompt, you could try any of the following commands:

finger jane@panix.com
finger doe@panix.com
finger jdoe@panix.com

The first try uses her first name plus the domain address; the second uses her last name plus the domain address; the third takes a stab at a likely username. If panix.com permits outsiders to gain information via the finger command (some institutions do not), it will respond to the first command with information about all account holders with the name jane (even if "jane" does not appear in their username), and to the second with information about all named doe. If there is more than one account holder with that name, you'll be told about all of them. For example, in response to finger jane@panix.com, the following may appear on your screen:

Login name: jdoe In real life: Jane Doe
Directory: /net/u/1/a/jdoe Shell: /usr/local/bin/psh
Last login Wed Aug 3 08:43 on ttyp6 from ts2.nyc.access.n
No unread mail
No Plan.

Login name: jsmith3 In real life: Jane Smith
Directory: /net/u/1/a/jsmith Shell: /usr/local/bin/psh
Last login Fri Jun 17 17:42 on ttys2 from ts1.nyc.access.n
No unread mail
No Plan.

The above information tells you several useful things. First, of course, it lets you know that your friend Jane Doe's e-mail address is jdoe@panix.com. But Finger's usefulness doesn't end there. Often, as in the above example, you can learn when the person last logged on. Why should you care? Well, if you see that someone hasn't logged on in five months, you'll know that you're better off sending urgent messages by some other means. Or, if you sent someone an important message on August 1, and you see that she last logged on on August 3 and has no unread mail, you can assume that she has seen your message (though it is possible that she hasn't). Finally, account holders on UNIX systems can provide additional information about themselves in response to a finger command by making a .plan file. Neither of the Janes in the above example has made such a file ("No Plan"), but some people use .plan to provide addresses, phone and fax numbers, clever sayings, and anything else that they'd like the world to know. If you're on a UNIX system and would like to have a .plan file, ask your computer support staff what to do. (Then again, you may feel that "No Plan" provides a more accurate description of your life.)

6. Netfind.

Somewhat less useful but still worth knowing about is Netfind. The Usenet Address Server requires nothing more than a name to perform its searches, but only those people who have sent messages to a Usenet newsgroup within the past year are in its database. If you're looking for the address of someone who doesn't post such messages, you'll need to search elsewhere. If neither the online phone directories nor finger turns up the address, you might try Netfind. Netfind uses some of the same information as the phone directories and finger, but occasionally it will produce

results when they don't. More than a dozen public Netfind servers exist. Telnet to **mudhoney.micro.umn.edu**; if too many people are already using that server, you'll be given some alternative addresses (avoid the redmond.cis.uab.edu address—it has started to ask for an additional password). (For information about telnet, see chapter three.) Log in by typing "netfind" (omit the quotation marks). You will be presented with a menu that looks like this:

Top level choices:

1. Help
2. Search
3. Seed database lookup
4. Options
5. Quit (exit server)

If you choose #2, you'll be prompted for a name and some key words, such as the name of the company where the person works, the state, etc. Netfind will then use that information to perform a search. The problem is that it is difficult to give Netfind just the right amount of information. Often, it replies with long lists of possibilities—sometimes 80 or 100—and asks you, perhaps unrealistically, to narrow them down to the three most likely. It is possible to find e-mail addresses with Netfind, but I find the other methods described above more useful and less frustrating.

7. Cutting-Edge Method.

If the person you want to reach is nearby, the easiest way to get her e-mail address may be to ask her for it by phone or in person! This method is quick and familiar, and it is sometimes the ONLY way to get someone's address. Of course, an inexperienced user may not know her e-mail address, or she may tell it to you inaccurately. You can

avoid this problem by asking her to send an e-mail message to you. You can then take her address from her message's "From:" line.

2

E-MAIL LISTS

The first chapter looked primarily at exchanging e-mail messages with people you already know. But e-mail can also be used to communicate with people you don't know, people all over the world who share your interests. You do this by joining or "subscribing" to an electronic discussion forum, usually referred to as a "list." In spite of the commercial language, it usually costs nothing to subscribe.

How do you subscribe to a list? First, you have to have an e-mail account. You can then send an e-mail message to a specific address asking to subscribe (see JOINING LISTS, below, for instructions). Once you become a subscriber, whenever anyone sends a message to the mailing list, you'll automatically receive a copy. And if you reply to a message you get from the list, usually your reply will be sent to everyone else on the mailing list as well. It's a wonderful way to exchange information quickly with lots of other people who share your interests. There are now many thousands of lists on topics ranging from Accounting to Zoology. And while the two just mentioned are academic in focus, there are also lists for people who want to stop smoking, or find information and support as they go through menopause, or make better use of WordPerfect, or swap stories about their pets.

E-mail lists can be an invaluable tool for people interested in curriculum transformation. Suppose you've been teaching the first half of the standard English literature survey course and you've begun to realize that the course focuses almost exclusively on male writers. You'd like to change your syllabus to include more literature by women, but you don't know what's been written, nor what would work well in an undergraduate classroom. Once you learn that there's an academic women's studies list, WMST-L (see the section FINDING LISTS, below), you might subscribe to that list and then send a message explaining what you want to do and asking for help. Very soon after your message appears, you may start to receive informative replies.

Finding Lists

By now, you're undoubtedly convinced that joining a list will bring you wealth, happiness, and professional success. But how do you find a list? How do you even know what lists exist in your field?

For women-related lists, probably the best source of information is a frequently updated compilation that I maintain; you can get it via e-mail, gopher, and the World Wide Web (on the Web, it's called **Gender-Related Electronic Forums**). All these versions are equally current, but if you have a choice, go for the one on the Web: it has a dozen topical sub-divisions to make it easier to find women-related lists in, say, the Arts and Humanities, Health, or Science and Technology, to cite three of the sub-divisions. If you know how to use the World Wide Web, the URL is **http://www.umbc.edu/wmst/forums.html**. (Don't worry if this last sentence makes no sense to you; it will after you

read the section about the World Wide Web in chapter three.) You can also access the compilation via gopher at gopher.umbc.edu; once there, select Academic Departments, then Women's Studies, then Electronic Forums of Interest to Women. To get the compilation via e-mail, send the message GET OTHER LISTS to LISTSERV@ UMDD.UMD.EDU .

This compilation includes information about well over two hundred women-related e-mail lists. They include a number of academically oriented lists that may prove especially useful for curriculum transformation, both as sources of syllabi, bibliographies, and other resources and as places to turn to find knowledgeable, experienced people who can answer questions and make suggestions. What follows is a listing of some of the academic lists you may find helpful. For specific information about these and other lists, consult the above-mentioned compilation. Also, be aware that lists sometimes disappear and new ones are continually being formed.

Ancient Studies/Classics:

ANAHITA
CLASSICSLGB

Art:

FAH

Communications:

GENDER
WHIRL

Economics:

FEMECON-L

Education/Pedagogy:

FEMPED-L
GENED

Geography:

ECOFEM
GEOGFEM

German:

FRAUEN-L
WIG-L

Health:

WHERE-L
WISHPERD

History:

FRAUEN-L
H-WOMEN
H-SAWH
H-STATE
MEDFEM-L
WOAH-HERSTORY
WOLLSTONECRAFT
WOMEN-SOC-ECON-HISTORY

Law:

ANTIGONE
FEMJUR

Lesbian/Queer Studies:

BITHRY-L
LESBIAN-STUDIES
QSTUDY-L

Linguistics:

FLING

Literature (English/American):

19CWWW
AUSTEN-L
BRONTE
EMWEB
HDSOC-L
JEAN-RHYS-L
LANYER
T-AMLIT
VWOOLF
WWP-L

Music:

CMS-TEACHING-WOMGEN
GEN-MUS
IAWM

Philosophy:

FAB
FRENCH-FEMINISM
SWIP-L

Physical Education:

WISHPERD

Politics/International Relations:

ECOFEM
FEMISA

Psychology:

POWR-L

Religion/Theology:

FEMINIST-THEOLOGY
FEMREL-L

Science/Technology:

CCWEST (Canada)
FIST
GENDER-SET
WISENET

Slavic Studies:

AWSS-L

Social Work:

FEMSW-L

Spanish:

MUJER (different from MUJER-L)

Theatre:

WTP-L

Women's Studies (Multi-Disciplinary):

WMST-L

For academic lists, whether women-related or not, there's a very useful online resource called the **Directory of Scholarly and Professional E-Conferences**, edited by Diane Kovacs and others. This is a mammoth annotated

listing, organized into more than sixty sections by discipline or topic. Here are five sample sections, to give you a sense of how they're arranged:

ACADLIST.HUMGEN	Humanities (inc. Comparative & Interdisciplinary)
ACADLIST.LIT	Literature and Writing
ACADLIST.POLITICS	Political Science and Politics
ACADLIST.PHYSICS	Physics
ACADLIST.WOMEN	Women's Studies/ Gender Studies

The Directory of Scholarly and Professional E-Conferences is less frequently updated than the women-related-lists compilation mentioned above, but it deals with a much broader range of forums. According to the editor, there are plans to develop a version that is continually updated. When that version appears, the Directory should be an invaluable resource. Even now, it's exceedingly useful, especially for fields where information about lists is hard to come by. The Directory is available on the World Wide Web and on gopher as well as by e-mail. The case-sensitive World Wide Web URL is **http://www.n2h2.com/KOVACS/** . On gopher, go to gopher.usask.ca; choose Computing, then Internet Information, and then the Directory of Scholarly Electronic Conferences. If you prefer to get the Directory files by e-mail, send the message **GET ACADLIST.README** to **LISTSERV@KENTVM.KENT.EDU**. The ACADLIST.README file will give you complete information about the other files and how to obtain them.

What about non-academic lists? How do birdwatchers or baseball fans find out whether there's a list for them? If you can access the World Wide Web, the best way to search for non-academic e-mail lists (or to supplement the more selective sources of information described above for

women-related and academic lists) is by using **Liszt**, an enormous searchable directory of e-mail lists. Other list-searching sites exist, but Liszt currently has the largest database and produces the fastest results. Liszt's URL is **http://www.liszt.com/** . You tell Liszt what key words or combinations to search on, click on Search, and within seconds you'll get a response. The main drawback to Liszt is that it is unselective: it includes lists for college classes, local committees, and others not meant for the general public. Even so, it provides faster and more extensive information than any other single source.

If you don't have access to the World Wide Web, or even if you do, you may wish to look at an excellent short essay by Arno Wouters entitled "How to Find an Interesting Mailing List." Wouters offers several useful suggestions for obtaining information about mailing lists via e-mail. You can get his essay by sending the message GET NEW-LIST WOUTERS to LISTSERV@VM1.NODAK.EDU (note that VM1 ends in the number one, not a lower-case L).

Joining Lists

Once you've found a list that looks interesting, you'll probably want to subscribe. To do that successfully, you need to know two things—where to send the subscription message, and what to say. Let's suppose you're interested in feminist pedagogy, and someone recommends a list called FEMPED-L@UGA.CC.UGA.EDU . The fact that you know the list's name and that it's located at UGA.CC.UGA.EDU isn't enough. Most lists have TWO addresses—an administrative address to use for matters like subscribing and unsubscribing, and a "listname address" to use when you want to send messages that everyone will

read. FEMPED-L@UGA.CC.UGA.EDU is the listname address--the one for messages that everyone will read. You should NEVER send a subscribe or unsubscribe message to the listname address! Instead, send it to the list's administrative address. That address often starts with the word LISTSERV, LISTPROC, or MAJORDOMO. (There are others, but those are three of the most common.)

LISTSERV, LISTPROC, and MAJORDOMO aren't people; they're computer programs for handling routine mailing list functions like subscribing and unsubscribing. Computer programs never sleep or go on vacation, so if you send a subscription request to a LISTSERV, LISTPROC, or MAJORDOMO address, it will be handled almost instantly—often in a matter of seconds. That's the good news. The bad news is that software has no judgment, no common sense. Although these software programs are in some respects very sophisticated, in others they're incredibly dumb. They understand only a very limited number of commands. If you try to talk to LISTSERV like a human being, it won't understand you. (Of course, some humans have the same problem!) For example, if you send it an e-mail message saying "Please subscribe me to the FEMPED-L list," you'll get back a reply informing you that "Please" is not a valid command, and that your message has been discarded.

So what *are* you supposed to say? Well, for the thousands of lists run by LISTSERV or LISTPROC software, the standard message is **SUBSCRIBE [listname] [your name]**. Thus, if I wanted to join FEMPED-L, I'd send a message to LISTSERV@UGA.CC.UGA.EDU that said SUBSCRIBE FEMPED-L Joan Korenman. Similarly, for WMST-L, I'd send the message SUBSCRIBE WMST-L Joan Korenman to LISTSERV@UMDD.UMD.EDU . If you use that message format for lists that run on some other

kind of software than LISTSERV or LISTPROC, your message may work, or you may get back a reply saying that you've used the wrong format, and (with any luck) telling you what the right format is. One thing is certain—you should get *some* kind of response. If more than a day or so goes by and you haven't heard *anything*, you may not have sent the message to the correct address.

If you're successful in subscribing, you'll probably get some kind of reply welcoming you to the list and telling you how to send messages, how to stop your mail, and—most important—how to unsubscribe. BE SURE TO SAVE THIS MESSAGE! Six months later, you may want to unsubscribe, or temporarily stop your mail. If you're like me, you'll have long since forgotten what the right command is or where to send it. But if you've kept the list's introductory message, it will tell you how to do what you want to do, and where to send the message. (Most often, to unsubscribe from a list, send the message SIGNOFF [listname] to the same administrative address you used when you subscribed.) Do not send a message to the LIST saying you want to unsubscribe. If for any reason you can't get the unsubscribe instructions to work, you should write privately to the listowner (i.e., the person who manages the list) and ask for help. If you don't know the listowner's address, try [listname]-REQUEST@HOST (e.g., FEMPED-L-REQUEST@UGA.CC.UGA.EDU) for LISTSERV lists or [listname]-OWNER@HOST for lists running on MAJORDOMO.

The same introductory message that tells you how to unsubscribe will probably also explain how to send a message to the list. Usually, you simply send an e-mail message to the listname address, for example, FEMPED-L@UGA.CC.UGA.EDU (note that this differs both from LISTSERV@UGA.CC.UGA.EDU and from FEMPED-L-REQUEST@ UGA.CC.UGA.EDU).

There are three points to keep in mind when sending a message to an e-mail list:

1) Be sure to **use an informative subject heading**, so that people will know whether your message deals with a topic of interest to them. Many people receive more e-mail than they can read; they may delete messages with no subject heading or with one that doesn't interest them. If you use a vague heading like "Info wanted," or no heading at all, you may fail to reach the very people who could help you.

2) If you type "reply" while reading an e-mail message, your e-mail system will probably set up your reply automatically, addressing it and using the original message's subject heading preceded by RE:. This is a great convenience, but some people misuse it, typing "reply" simply to avoid having to type in an address. Do NOT use the automatic reply feature if your subject differs from that in the original message. Your subject heading should accurately reflect what your message is about.

3) If you reply to someone else's message, **briefly** quote or summarize that message before you offer your reply. Doing so will make your message clearer and avoid confusion. New subscribers may not have read the original message, and since a number of topics are often discussed at the same time, even long-time subscribers may not remember what prompted your remarks unless you remind them.

There's one more vital piece of information you need to know for any list on which you want to participate, namely, where the replies go. On some lists, like WMST-L, if you reply to a message, your reply will be sent to the list and thus to everyone on the list. Some other lists are set up so that when you reply, your message will automatically go back just to the writer of the message to which you're

replying. Then again, some popular mail systems like Pine will ask you whether you'd like your response to go to all recipients of the original message, and if you say yes, you'll be sending your reply back to the list. Why is this important? Suppose you receive a WMST-L message from a close friend. You may be tempted to send a very personal reply in which you confess your love, or your fears about your health, or your hatred of your department chair--only to find to your horror that your reply has gone back to the list and has just been distributed to several thousand of your now most intimate friends! So be sure to pay attention to where your reply is going, and be sure, too, that you know how to cancel or abort a message that you've started. If you hit "reply" and find that the message is not addressed as you want it to be, either learn how to change the address or, if that is not possible on your e-mail system, learn how to cancel the message before it's sent. Not every system permits you to change the address once it's written, but every system I know permits you to bail out without sending the message.

List Files and Archives

Many lists offer more than just the daily messages. For example, WMST-L also maintains files of interest to Women's Studies academics: online bibliographies, essays, compilations of messages on a given topic, syllabi, feminist film reviews, and reference-book mini reviews, all available electronically at no cost. The collection includes more than one hundred syllabi—women's history courses, women's literature (in general, or with a specific focus on African American or Asian American writers), psychology of women, women and science, women's sexuality, and many more. And WMST-L is by no means unique: a number of academic

lists have files you can write for. To find out what's available, send the message **INDEX [listname]** to the list's administrative address. In the case of WMST-L, the file collection is so large that it has been broken into four sections: general files, syllabi, film reviews, and reference-book reviews. If you send the command INDEX WMST-L to LISTSERV@UMDD.UMD.EDU, you'll receive a listing of the general files; to get the list of syllabi, you should send the command INDEX SYLLABI; for the film reviews, INDEX FILM, and for the reference-book mini reviews, INDEX WMSTBOOK.

In addition to files, many lists have logfiles--archives of past messages. The message INDEX [listname] mentioned in the previous paragraph will get you a list of logfiles as well as any other files. For lists that run on LISTSERV software, there are sophisticated programs that permit you to search the logfiles for messages on particular topics, or sent by a certain person, or containing certain keywords, etc. For more detailed information about searching the logfiles, see chapter four, Finding Online Information About Women.

3

OTHER INTERNET INFO TOOLS

So far, we've focused mainly on electronic mail. However, from time to time, there have been sneaky references to telnet, ftp, gopher, and, especially, to the World Wide Web and its mysterious "URLs." Accompanying these terms were assurances that All Would Be Made Clear in a Later Chapter. Well, here we are: welcome to that Later Chapter!

Cyberspace contains mind-boggling amounts of information in many different forms: books, articles, magazines, scholarly journals, newsletters, photographs, drawings, maps, sound recordings, library catalogues, software, movies—you name it! It's like the world's largest library, warehouse, and shopping mall all rolled into one, and it's constantly expanding. If you're interested in finding information, you'll need more than e-mail; you'll want to know about access and retrieval tools like telnet, ftp, gopher, and World Wide Web browsers.

Telnet and ftp used to be the two most important ways to find and retrieve online information. Much of what has become available more recently, however, has appeared on

gopher or, above all, on the World Wide Web. You still may have use for telnet and ftp, though; indeed, sometimes they're indispensable! So in this chapter I'll first describe telnet and ftp, then move on to talk about gopher, but devote most of the chapter to understanding and using the World Wide Web. If you already use the World Wide Web, you may prefer to use tools like telnet, ftp, and gopher through your web browser. You may still find some of the information about telnet and the like useful, but you can skip the details. However, many people do not yet have access to the Web. If you are one of them, the discussions here should help you take advantage of the tools you do have: telnet, ftp, and perhaps gopher. And if you've been assuming that you can't use the Web because you don't have Windows and a fast modem, be sure to read the section on the World Wide Web. You'll find that even with an old computer and a 2400 baud modem (a very slow modem), you can still access the Web.

Telnet

Telnet is a means of logging on to a remote computer. Actually, there are two ways to use telnet. One is to connect to a computer on which you have an account. Once you connect, you're prompted for your username and password, and then you can use your account just as you normally do. The other use for telnet is to connect to public resources such as library catalogues and file archives.

I use telnet frequently, for example, to call up VICTOR, the University of Maryland's online library catalogue. In Windows, I double-click the telnet icon and type **victor.umd.edu** as the host name. Or, if I'm already logged on to my account, I type **telnet victor.umd.edu** at the $ or % prompt and hit Enter. I then choose PAC (Public Access

Catalogue) and identify my terminal type (if you're unsure what to select, safe choices are usually VT100 or HARDCOPY). I then have access to VICTOR, with its numerous search capabilities, connections to other libraries and databases, and much more. I can find out what books are available on a given topic and even ask that books be recalled and held for me.

You can telnet to huge numbers of sites with useful information. The Women's Studies archive on InforM, one of the world's largest collections of online information about women, is accessible in several ways, including via telnet. Telnet to inform.umd.edu (InforM is also available via the World Wide Web; see below). Another useful telnet address that will lead you to a variety of online services is at Washington University; telnet to library.wustl.edu. (You'll be asked to identify your terminal; if you're uncertain how to respond, just hit Enter to select the VT100 default.)

Telnet can also be very useful when you're traveling. From my brother-in-law's computer account in California, for example, I can type **telnet umbc2.umbc.edu** and log on to my account in Maryland. I can then read my e-mail, send messages, etc., without running up long distance telephone charges.

One additional use for telnet is to access the World Wide Web if you don't have a web browser like Netscape or Lynx available. For more details, see the discussion of the World Wide Web later on in this chapter.

(NOTE: though most systems provide telnet access, America Online and Microsoft Network do not. There is a complicated procedure that lets you telnet on America Online, but describing it lies outside the scope of this manual. And who knows—by the time you read this, the situation may have changed!)

FTP

Telnet is useful for reading information online, but if you want to transfer information to your home account, you'll want to know about ftp, and especially **anonymous ftp**. Ftp stands for "file transfer protocol." It's a quick way to copy files from one computer to another.

You can use ftp even on the World Wide Web. Indeed, using ftp with a web browser like Netscape or Lynx is much simpler than the process I'm about to describe; I'll discuss ftp on the Web in the discussion of the Web further on in this chapter. But not everyone has access to the World Wide Web. Moreover, using ftp outside the Web can be more efficient if you have a lot of files you want to transfer or you want to look around, since once you connect to the ftp site, you stay connected until you're finished and you decide to disconnect. By contrast, if you use a web browser to connect to the ftp site, you have to make a new connection each time you change directories. With a busy ftp site, that can be as frustrating as having to hang up and try to get through again to a busy phone number. Thus, I want to provide at least some basic instructions for using ftp outside the Web.

I'm going to describe the most basic form of ftp. If your computer runs Windows, you may wish to use WS_FTP instead. The Pleiades Network's web site contains well-illustrated information about how to get and use WS_FTP. The site's address is **http://www.pleiades-net.com/tools/ftppc.html**. (If that address makes no sense to you, see the discussion further on in this chapter about the World Wide Web, especially URLs.)

Ftp is a way to transfer files quickly from one computer to another. For example, I have two e-mail accounts, one

on UMBC7 (a UNIX mainframe) and one on UMBC2 (a mainframe using VAX/VMS). Sometimes, I find I need to transfer a file from one to the other. Here's an example in which I use ftp to retrieve a file called **other.lists** from my UMBC2 account to the account I have on UMBC7. I log on to my UMBC7 account and, at the system prompt (%), I proceed as follows (I've highlighted in bold the commands that I typed):

```
% ftp umbc2.umbc.edu
Connected to umbc2.umbc.edu.
220 UMBC2.UMBC.EDU MultiNet FTP Server Process
3.3(14) at Sat 4-Nov-95 1:17PM-EST
Name (umbc2.umbc.edu:korenman): korenman
331 User name (korenman) ok. Password, please.
Password:
230 User KORENMAN logged into
FACULTY:[KORENMAN] at Sat 4-Nov-95 1:18PM-EST, job
ad8.
Remote system type is VMS.
ftp> get other.lists
local: other.lists remote: other.lists
200 Port 39.186 at Host 130.85.3.7 accepted.
150 ASCII retrieve of
FACULTY:[KORENMAN]OTHER.LISTS;111 started.
226 Transfer completed.  55270 (8) bytes transferred.
55270 bytes received in 1.63 seconds (33.09 Kbytes/s)
ftp> quit
221 QUIT command received. Goodbye.
umbc7[4] %
```

If we look at the above example step by step, we see that I first started up ftp by typing **ftp** and the host computer I wanted to connect to: **umbc2.umbc.edu**. After the host computer answers (in the line that starts with 220), I'm asked for my username (which is **korenman**) and my password, which doesn't appear on the screen when I type it. I then get the ftp> prompt, at which I type **get** plus the name of the file I want: **get other.lists**. Almost instantly, a copy of the **other.lists** file is transferred from my UMBC2

account to the account I have on UMBC7, and I'm told (226) that the transfer is complete. I then type **quit** at the ftp> prompt, and I'm back in my UMBC7 account where I started.

Of course, you needn't have two accounts to find ftp useful. One of the most common uses for ftp is to retrieve files from computers where you don't have an account. This is called **anonymous ftp**. On thousands of systems, you can log on using the username **anonymous** (or another username that the instructions provide); when you're asked for your password, simply enter your e-mail address (e.g., korenman@umbc.edu). You can't use all the features of the system, but you can retrieve certain files. Here's an abridged transcript of one anonymous ftp session:

umbc7[1] % **ftp una.hh.lib.umich.edu**
Connected to una.hh.lib.umich.edu.
220 una.hh.lib.umich.edu FTP server (ULTRIX Version 4.1 Sun May 16 10:23:46 EDT 1993) ready.
Name (una.hh.lib.umich.edu:korenman): **anonymous**
331 Guest login ok, send ident as password.
Password:
230 Guest login ok, access restrictions apply.
ftp> **dir**
200 PORT command successful.
150 Opening data connection for /bin/ls (130.85.3.7,10374) (0 bytes).
total 32
drwxrwxr-x 4 23464 10 512 Apr 6 1995 aboutgopher
drwxrwxr-x 6 23464 10 512 Apr 18 1995 aboutulib
drwxr-xr-x 2 0 0 512 Jul 27 1994 bin
drwxrwxr-x 6 23464 10 512 May 12 10:20 census
drwxrwxr-x 10 23464 10 512 Aug 27 14:20 humanities
drwxrwxr-x 11 214 10 2048 Jul 30 23:34 inetdirs
drwxrwxr-x 4 214 10 5120 Oct 9 10:22 inetdirsstacks
drwxrwxr-x 4 23464 10 512 Jan 26 1995 news
drwxrwxr-x 5 23464 10 512 Oct 24 18:14 newstuff
drwxrwxr-x 8 214 10 512 Jul 20 1994 orms
drwxrwxr-x 6 23464 10 512 Oct 27 1994 science

```
drwxrwxr-x 16 23464   10        512 Aug 27 21:53 socsci
drwxr-xr-x  2 23464   10        512 Jul 27  1994 tmp
drwxrwxr-x  4 214     10        512 Jul 19  1994 toc
drwxr-xr-x  3 0       10        512 Jul 27  1994 usr
drwxrwxr-x  2 23464   10        512 Feb  3  1995 yalelibs
226 Transfer complete.
ftp> cd inetdirsstacks
250 CWD command successful.
ftp> dir w*
200 PORT command successful.
150 Opening data connection for /bin/ls (130.85.3.7,10413) (0
bytes).
-rw-rw-r--  1 214     10     76031 Jul  9 18:35 women:hunt
-rw-rw-r--  1 214     10     37170 Dec 17  1994
                            womenhealth:segalea
-rw-rw-r--  1 214     10     43676 Dec 17  1994
                            womenlegpol:turnpott
-rw-rw-r--  1 214     10     51172 Aug 18  1994
                            writing:detweiler
226 Transfer complete.
ftp> get womenhealth:segalea
local: womenhealth:segalea remote: womenhealth:segalea
200 PORT command successful.
150 Opening data connection for womenhealth:segalea
(130.85.3.7,10416) (37170 bytes).
226 Transfer complete.
38085 bytes received in 0.75 seconds (49.56 Kbytes/s)
ftp> quit
221 Goodbye.
umbc7[3] %
```

Let's look at the above example (I've again highlighted in bold type the commands I typed). Someone had told me that the University of Michigan computer files contained a very interesting annotated bibliography of works about women and health, and that the bibliography was available by anonymous ftp to una.hh.lib.umich.edu. So I ftp'ed to that address (in the first line above). When I was asked for a name, I typed **anonymous**. The computer accepted that ("Guest login ok") and prompted me for a password.

Having read this manual, I knew that I should reply with my e-mail address, so that's what I did. Again, the computer was happy ("230 Guest login ok, access restrictions apply"), and so it offered me the crucial ftp> prompt.

But now what? I didn't know the exact title of the file I wanted, nor did I know where it was. All I knew was that it was a bibliography dealing with women and health. So, armed with that information, I proceeded to poke around. At the ftp> prompt, I typed **dir** (for "directory") to see what was in the main directory. (If dir doesn't work, try **ls**, short for "list"; some computers prefer that, but most recognize dir.) The screen then filled with a list of files and directories. Fortunately, I remembered that the file I wanted was in a directory with a strange name, and when I saw "inetdirsstacks," I was pretty sure I'd found the right place. So I gave the command **cd inetdirsstacks** (cd is short for "change directory") to move to that directory.

Having arrived at the inetdirsstacks directory, I then did something not shown above: I typed dir, and immediately a huge list of files hurried past my eyes. This would never do! Since the file I wanted dealt with women's health, I decided to take a look at just the files starting with "w". So this time, I did what you see above: at the ftp> prompt, I typed **dir w*** . The asterisk (*) functions as a wild card; dir w* means "list all the files beginning with w, no matter what comes after the w." And sure enough, of the four files that came up, one was womenhealth:seagalea. That definitely looked promising, so I asked for it by typing **get womenhealth:seagalea** at the ftp> prompt. The line beginning 226 told me that the transfer was complete, and so I bid farewell to una.hh.lib.umich.edu by typing **quit**. This put me back where I started, at the system prompt in my UMBC7 account, which now contained a copy of womenhealth:seagalea in my main directory.

The two examples I've used to illustrate ftp have both involved retrieving text files, files made up just of normal letters and numbers. It is also possible to retrieve other kinds of files that use all sorts of strange characters that look like ancient hieroglyphics. These are called **binary** files; they include pictures, sounds, documents written in word-processing format, spreadsheets, executable programs (including almost any file ending in .com or .exe), compressed files ending with the extension .zip or .Z, and just about anything else that's not a simple text file. If you want to send or retrieve a binary file with ftp, you have to tell the computer that you're transferring a binary file. At the ftp> prompt, just before you ask to "get" the file, type **binary** and hit Enter (or Return). You'll then see the following message: 200 Type set to I. (The "I" stands for "image," just to keep you from thinking you know what you're doing!) Now you're ready to give the "get [filename]" command to retrieve a binary file.

NOTE: many files available via ftp are **compressed**—that is, they're "squeezed" or "dehydrated" to save space and to speed up file transfer. They must be transferred as binary files, and they must be uncompressed before you can read them. There are many different compression programs, such as PKZIP, WinZip, and BinHex, each with its corresponding decompression program. Which one you'll need will depend upon both the file and the system you're using. There's no way this manual can address all common possibilities. If you plan to deal with compressed files, you may find the Pleiades WWW site's well-illustrated discussion of file compression helpful; it's especially good on how to use WinZip. You'll find it at **http://www/pleiades-net.com/tools/compress.html** . Also helpful is a document written by David Lemson that deals with file compression and tells where you can get software to convert the various formats. Lemson's discussion is available via anonymous ftp (see

above for anonymous ftp). Ftp to **ftp.cso.uiuc.edu**, and then type **cd doc/pcnet**, and then **get compression** ("compression" is the name of the file).

To sum up, here are a few basic ftp commands you'll need to get started:

ls	list files in a directory
dir	alternative to ls; list files in a directory
cd	change directory
pwd	print working directory (i.e., where am I?)
get [filename]	retrieve a file from a remote directory
mget	retrieve multiple files from a remote directory
close	end session with remote system (you can now open a new session with a different remote system)
quit or bye	exit from ftp

Gopher

Ftp used to be the primary tool for obtaining information on the Internet. Many thousands of files are still available via ftp, and sometimes only via ftp. Increasingly, though, ftp has been supplanted by or incorporated into less complicated systems that also make it easier to view files online before sending for them (thus reducing the number of files you actually need to retrieve). The first major breakthrough was the development of gopher. Gopher organizes access to online information all over the world through a menu system. The first menu you see leads you effortlessly to other menus, so you don't have to type many different addresses to retrieve the information you want at different sites.

For a while, gopher was the hottest development on the Internet. Increasingly, though, gopher has been eclipsed by the World Wide Web, which incorporates gopher sites but includes much more. If you have access to the World Wide Web, you can skip the remaining discussion of gopher and go directly to the section dealing with the Web. If your system doesn't yet give you Web access, you will find gopher a useful way to find a wide assortment of information: university phone and e-mail directories, software, scholarly essays, film and book reviews, and much more. Sounds great, right? Well, it is, or, rather, it was. The problem with gopher is that it's not being kept up to date. Because the World Wide Web can carry not just text but also graphics, sound, and even film, many people who used to maintain gopher sites now make their material available on the Web. Increasingly with gopher, you may get "file not found" or other error messages, signs that gopher sites are not being maintained.

Still, there is valuable information to be found on gopher. For example, if you're looking for material dealing with Women's Studies, one place to start may be the UMBC Women's Studies gopher. To get there on gopher, simply type **gopher gopher.umbc.edu** at your system's main prompt. You'll then see the UMBC main menu:

```
Internet Gopher Information Client 2.0

    1. IMPORTANT: GOPHER Resources Migrating to
       WWW.
    2. A. O. Kuhn Library and Gallery/
--> 3. Academic Department Information/
    4. Administrative Information/
    5. Connections to UMBC Computer Systems/
    6. Faculty Related Information/
    7. How To Find Out If the Campus Is Closed.
    8. IMPORTANT: GOPHER Resources Migrating to
       WWW.
```

9. Internet Network Services/
10. Menus for local food sources/
11. Other Gopher Servers and Gopher Help/
12. Phone and EMail Information/
13. Student Organizations and Services/
14. University Computing Services Information/

The very first item gives more evidence of gopher's decline. Pass over that and choose Academic Department Information, and, from the menu that ensues, choose Women's Studies. You'll then see the Women's Studies menu:

Women's Studies (WMST)

A. General Information on UMBC Women's Studies Program
B. What is Women's Studies?
C. WMST Curriculum/
D. UMBC Women's Studies Faculty
E. Campus Resources/
F. Upcoming Events
G. WMST-L/
H. Electronic Forums for Women's Issues
—> I. Other Useful Women's Studies Gophers/

You may wish to explore some of the sections you see, especially sections G. and H., but eventually you should select section I. Other Useful Women's Studies Gophers/. The forward slash (/) at the end indicates that this is a directory, not just a file. If you move the arrow to I. and hit return, you'll see the following:

I. Other Useful Women's Studies Gophers

1. Absolutely Best W.S. Online Archive: InforM (U. of Md.)/
2. Chicana-Latina Studies, UCLA/
3. Electronic Guide to Research on Women, 2nd ed. (Hudson & Turek).
4. FEMinist Studies - ISA/
5. Gender & Minority Issues, CPSR/

6. Gender and Sexuality, Carnegie Mellon English Server/
7. Institute for Global Communications (IGC)/
8. Koordinationsstelle fuer Frauenforschung (in German)/
9. Ontario Institute for Studies in Education (OISE)/
10. PEG:Women's Studies and Resources/
11. Queer Resources Directory List of Lists/
12. UCB Bisexual/Lesbian/Gay/Queer Gopher/
13. Women's Center, University of Minnesota/
14. Women's Handbook, Barnard/Columbia (1992)/
15. Women's Studies Librarian's Office, University of Wisconsin/

Press ? for Help, q to Quit, u to go up a menu

Most of these menu items are themselves directories that contain much valuable information about Women's Studies.

The above discussion should be helpful, especially if you're looking for information about Women's Studies. But what if you're looking for a different topic? How do you find the gophers that have information on, say, Native American literature? Gophers have a search tool called **Veronica** (so named because the ftp search tool is called Archie). Almost every main menu on gopher has an entry called either "search gopherspace using veronica" (if there's such an entry, choose it) or something like "other gopher servers and gopher help." If there's no "search gopherspace" item, choose "other gopher servers." That will probably lead you to a second menu with the "search gopherspace" option. When you select "search gopherspace using veronica," you'll see a menu that looks something like this:

1. FAQ: Frequently-Asked Questions about veronica.
2. How to compose veronica queries READ ME!!.
3. Search Gopher Directory Titles at PSINet <?>
4. Search Gopher Directory Titles at SUNET <?>
5. Search Gopher Directory Titles at U. of Manchester <?>
6. Search Gopher Directory Titles at U. of Manitoba <?>
7. Search Gopher Directory Titles at University of Cologne <?>
8. Search gopherspace at PSINet <?>

9. Search gopherspace at SUNET <?>
10. Search gopherspace at U. of Manchester <?>
11. Search gopherspace at U. of Manitoba <?>
—>12. Search gopherspace at University of Cologne<?>

You may wish to read the explanations in items 1 and 2. I decided to go straight to one of the Veronica sites, this one at the University of Cologne in Germany, where I've found good information in the past. I thus selected item 12 and was presented with a box asking me what words I wished to search for. I typed **Native American literature** and hit Enter.

```
Search GopherSpace by Title word(s) (via University of
Cologne)  |
Words to search for: Native American literature
[Cancel ^G] [Accept - Enter]
```

After a short pause, the results of the Veronica search flashed on my screen:

Search gopherspace at University of Cologne: Native American literature

1. *K. Native American Literature: Inscribing theNative/
—> 2. WORDS & PLACE: NATIVE AMERICAN LITERATURE FL1.010.
3. 04-01-94 Native American Literature Prize awarded.
4. Amaryll Chanady: The Institutionalization of Latin American L.. <HQX>
5. native_american_literature.
6. *317f Seminar: Perspectives on the Earth and Environment - (Geogra...
7. *317f Seminar: Perspectives on the Earth and Environment - (Geogra...
8. 04-01-94 Native American Literature Prize awarded.
9. *317f Seminar: Perspectives on the Earth and Environment - (Geogra...
10. For the discussion of Native American Literature. For the.
11. The Native American in American Literature...(Rock) 1985/
12. Amaryll Chanady: The Institutionalization of Latin American Litera...

13. NEW: NativeLit-L - Native American Literature.
14. ENG L364 Native American Literature .
15. ENG254Y Contemporary Native North American Literature...
16. ENG254Y Contemporary Native North American Literature...
17. *317f Seminar: Perspectives on the Earth and Environment - (Geogra...
18. WORDS & PLACE: NATIVE AMERICAN LITERATURE FL1.010.

The list continues on the next screen, as you could see by hitting the space bar. To retrieve any of these items, simply move the arrow to it or type the number of the item and hit Enter. One word of caution: as people turn more of their attention to the World Wide Web, you may find increasing numbers of items no longer available. So while the search on "Native American literature" seems to have produced a good yield, when you go to select the file, you may be disappointed. Also, if the same file is stored on more than one gopher site, your Veronica search may produce duplicate entries (see, e.g., items 6, 7, 9, and 17 above).

Finally, if your system doesn't have gopher, you can still use it by telnetting to a public gopher site (what? you've forgotten already? see the discussion of **telnet** above). Here are three public access gopher sites that you can telnet to (others also exist). In each case, login as **gopher**:

gopher.msu.edu
ux1.cso.uiuc.edu
consultant.micro.umn.edu

World Wide Web

These days, everyone is talking about the World Wide Web (often referred to as WWW or the Web). People are

rushing out to buy computers so they can "surf the Web." Elementary school children and retirees are creating personal "home pages." Companies from Sony to feminist bookstores encourage consumers to visit their web sites. The Web has caught on with the general public as gopher never did, even though in some ways the Web and gopher are similar. Like gopher, the Web is an enormous collection of online documents from all over the world. Like gopher, the Web permits you to view the documents and search for others. However (a BIG however), whereas gopher is limited to text, the Web can also include pictures, photographs, sound, and even movies. And while gopher organizes material into hierarchically-ordered menus, the Web is constructed on the concept of **hypertext**. Highlighted words or images are connected to related documents; all you do is click on or select a highlighted word or image and you'll be presented with related material. That material, in turn, may have its own sets of connections.

Here's a hypothetical example. A WWW document about Martin Luther King might mention that he was born in **Atlanta, Georgia**, that he led the **Montgomery bus boycott**, that he was arrested for civil disobedience in **Birmingham** and elsewhere, and that he delivered a moving **speech** at the 1963 March on Washington. Clicking on the highlighted words or phrases (here rendered in bold type) could give you information and photos of Atlanta, film clips of the Montgomery bus boycott, the text of King's famous "Letter from Birmingham Jail," and a recording or film of King delivering his "I have a dream" speech.

Don't be misled by this example. You can use and enjoy the World Wide Web even if your computer can't handle graphics, sound, or movies. Most Web documents are text. Many may include graphics, but they can be viewed without the graphics, making it possible to take advantage

of the Web even on an older, more limited computer. I speak from experience: for two years, I surfed the Web using a very slow computer with a monochrome monitor and a 2400-baud modem.

Accessing the Web

To gain access to the WWW, you need a **web browser**, which is simply software that can read WWW files. Most likely, the system you're on already has one or more browsers available. Browsers come in two basic varieties: text based (e.g., Lynx) and graphical (e.g., Netscape, Mosaic, Internet Explorer). Which kind you use depends on your computer and how you connect to the Internet. If you have an older computer that doesn't run a graphical interface like Windows, or if you dial in using a relatively slow modem (slower than 14,400 bps), you're limited to a text-based browser like Lynx. If you have a more modern computer with a graphical interface and a fast connection (at least 14,400, and preferably faster), you can probably use a graphical browser like Netscape.

How do you know whether you have a WWW browser available on your system? If you're using a PC with Windows or a Macintosh computer, look for an icon that says something like Netscape, Mosaic, Internet Explorer, WWW, etc. If you use Windows or a Mac and don't already have a graphical WWW browser, you may be able to install a copy of Netscape on your computer at little or no cost, but to do this, you should speak with someone knowledgeable who is familiar with your specific situation.

If you're not using a graphical interface, try typing **lynx** or **www** at your system's prompt. If both "lynx" and "www" produce ugly error messages, don't give up! As with gopher, there are public WWW browsers you can

access via telnet. Here are six (if one no longer works, try the others):

fatty.law.cornell.edu	login: **www**
sunsite.unc.edu	login: **lynx**
ukanaix.cc.ukans.edu	login: **kufacts**
lynx.cc.ukans.edu	login: **www**
sailor.lib.md.us	login: **guest**
gopher.msu.edu	login: **www**

For as long as they remain available, the best choices by far are the first two, fatty.law.cornell.edu and sunsite.unc.edu. From there, you can access any Web site you'd like simply by hitting **g** (for "go") and then typing the URL (i.e., the address, which I'll explain soon). The other public access web browsers limit you to the links they provide (and the links those links provide, and....)

The following discussion of the World Wide Web assumes that you have access to either Lynx (the most widely used text-based browser) or Netscape (currently the most popular graphical browser; most other graphical browsers such as Mosaic and Internet Explorer are enough like Netscape that if you use one of these you should still find the discussion useful).

To access the World Wide Web using Lynx, type **lynx** or **www** at the command line or system prompt (the prompt is often $ or %) and hit Enter. If you're using Netscape, double-click on the Netscape icon. When I type "lynx" or start up Netscape from my UMBC account, I get the UMBC home page. A **home page** is the first page you see when you arrive at a Web site. Most often, the home page provides an overview of what you'll find at the site and has links to the site's major sections. To select a link using Lynx, use the up and down arrow keys until the link you want is highlighted;

then press the right arrow key to be connected to that link. In Netscape, links show up as underlined text or as a graphic with a border around it. Click on the link you want.

URLs

Every link has an address, called a **URL** or Uniform Resource Locator. (There's some debate about whether URL is pronounced "earl" or "yoo are el." I've mostly heard the latter.) If you know the specific URL you want to reach, you can use the web browser to go directly to that site. For example, suppose you've heard about something called the American Literature Survey Site and you'd like to take a look. You've been told that the URL is http://www.cwrl.utexas.edu/~daniel/amlit/survey.html . (Don't panic! We'll decipher these addresses in the next paragraph.) If you use Lynx, you can go directly to that site when you start up Lynx by typing **lynx http://www.cwrl.utexas.edu/~daniel/amlit/survey.html** at the command line or system prompt and hitting Enter. Or, if you're already in Lynx, simply type **g** (for "go"). This will produce the prompt "URL to open:" You then type the URL, beginning with http://, and hit Enter. To reach the American Literature Survey Site using Netscape, click the **Open** button near the top of the screen. In the ensuing Open Location dialogue box, type the URL and then either click the dialogue box's Open button or hit Enter. There will be a slight pause as Netscape tries to find and connect to that URL. You can tell that Netscape is hard at work, though: in Netscape version 1, you'll see the large N in the upper right-hand corner moving. Versions 2 and 3 replace the heavy breathing N with an N surrounded by shooting stars that streak across the sky as Netscape works. No matter what browser you use, bear in mind that **URLs are case sensitive**: they distinguish between UPPER CASE and

lower case letters. If you type ~Daniel instead of ~daniel, you won't be able to connect to the American Literature Survey Site.

URLs may be a bit intimidating at first, with all their seemingly arcane language and symbols. However, a little explanation will demystify them and make them easier to deal with. The basic format used in URLs is protocol:// domain.address:port/path/filename. Only the protocol and the domain address are required; the other parts vary according to the protocol used and the features of the domain; ports in particular appear infrequently.

Let's consider, for example, the American Literature Survey Site's URL: http://www.cwrl.utexas.edu/~daniel/amlit/survey.html. The first part of a URL tells the browser what protocol to use to access the information; in this case, the protocol is **http**, which stands for **H**yper**T**ext **T**ransfer **P**rotocol. (Telnet, ftp, and gopher are some of the other protocols the browser may use.) For Internet applications, this protocol identifier is followed by a colon and a double forward slash (**http://**). Then comes the domain address where the resource resides; as you may have guessed, **www.cwrl.utexas.edu** is a computer site at the University of Texas ("edu" signifies a college or university, just as it does in e-mail addresses). After the domain address comes the path to the resource (**~daniel/amlit/**): this path tells us that someone named Daniel set up a web page (**~daniel/**), where he has a directory or section devoted to American literature (**amlit/**). The forward slash (/) indicates that this is a directory, not just a document. That amlit directory contains a document with the filename **survey.html**. That's the document that you'll access by using the American Literature Survey Site's URL. The file extension **.html** (or sometimes .htm) indicates a file formatted in **H**yper**T**ext **M**arkup **L**anguage, the language used to prepare hypertext

documents. (By the way, the ~ is called a "tilde" and is often found in URLs, especially when someone has set up a personal home page (as Daniel did). The ~ is usually found to the left of the number 1 in the upper-left corner of the computer keyboard.)

Some URLs are much shorter than the one we've just looked at. For example, one very useful "search engine," a tool for finding documents on the WWW, has the URL **http://webcrawler.com/**. On the other hand, the **Electronic Guide to Research on Women**, by Judith Hudson and Kathy Turek, has the following monster URL: gopher://cscgoph2.ALBANY.EDU:70/00/.DEPTS/.WS/WS%20Network%20Resources/%20%2a%20%2a%20Guide%20-%20By%20Hudson%20and%20Turek%20%2a%20%2a. Fortunately, you'll rarely come upon URLs of this length or complexity (and even the abovementioned Guide is no longer available at that gopher site).

Once you access the American Literature Survey Site, you'll see links to a number of literary resources. One link connects you to the site's list of works (notice that "lists of works" is highlighted). If you select this link (by pushing the right arrow key in Lynx or clicking on the highlighted name in Netscape), you'll be presented with a list of web sites devoted to specific works of American literature, such as *A Raisin in the Sun* or "The Yellow Wallpaper." Each web site is a link you can select. Or, if you move further down the page, you'll come to links to related literary web sites containing syllabi, online texts, literary discussions, and more. One of these, Nick Evans' similarly named American Literature Survey Site, contains Evans' syllabus, links to other sites about individual works, and some additional literary links. You can follow any of these links without fear of getting lost: web browsers leave electronic breadcrumbs to mark your path. By pressing the left arrow key (in Lynx)

or clicking on the **Back** button near the upper left-hand corner (in Netscape), you can retrace your selections, step by step. (Another way to retrace your steps is to ask for a "history" of your selections; to do this, hit CTL-h in Lynx or Netscape.).

Here are a few more useful keys to know in Lynx (you can find these and more by hitting **k**); they're followed by some equally useful steps in Netscape:

Lynx:

b	view the previous page of the document (i.e., go "back")
h	help with Lynx
k	an extensive list of keys and commands [highly recommended!]
/	search within the current document
=	shows file and link information
spacebar	view next page of document
up-arrow	highlight previous link
down-arrow	highlight next link
rt-arrow	go to highlighted link
left-arrow	go back to previous link

Netscape:

scroll bar	move forward and backward in a document
FIND button	open dialogue box to search within the current document
BACK button	go back to previous link

FORWARD button	after moving back, go forward again to site you've already seen
status bar	when mouse pointer is over a link, it changes to a hand, and the status bar at bottom of screen shows the link's URL
click w/ mouse	go to highlighted link

Finally, to exit from Lynx, hit **q** (for "quit"). You'll be asked if you really want to quit. Hit **y** (for "yes"). To exit Netscape, open the **File** menu and choose **Exit**.

Bookmarks

One of the features people like best about the Web is that you can easily return at another time to sites you've discovered. You do this by creating **bookmarks**. A Web bookmark serves much the same purpose as a bookmark in a novel: it helps you find your place again quickly. A Web bookmark saves the address of the site you've marked so you can return to it without having to re-type the often unwieldy URL. In Lynx, when you find a site you want to add to your bookmarks, simply hit **a** (for "add") while viewing the site. You'll probably be asked whether you want to save the (D)ocument or the (L)ink. The document is the larger unit; the link is the highlighted connection inside the document. I generally save the document (by hitting **d**), since with bookmarks you can always move from a document to a link but not the reverse. Whenever you want to go to a site you've saved as a bookmark, simply hit **v** (for "view"). Your list of bookmarks will appear on the screen. Use the up and down arrow keys to scroll to the one you want, and then press the right arrow key to go to it.

To add a bookmark in Netscape, click on the **Bookmarks** menu near the top of the screen and choose the **Add Bookmark** option. To go to a site that you've saved as a bookmark, click on the Bookmarks menu. You'll see a list of your bookmarks. Simply click on the one you want.

Because it's so easy to save bookmarks, you may wind up with some that you no longer care about. To delete a bookmark in Lynx, hit **v** to view your bookmark list, highlight the unwanted bookmark, and hit **r**. After you've confirmed that you do indeed want to delete it (y), you'll see an ugly HTML version of your bookmark file. Ignore it. Simply hit the left arrow key to get back to where you were before you deleted the bookmark. In Netscape 2.0, open the Bookmarks menu and choose **Go To Bookmarks** (earlier versions of Netscape may call this **View Bookmarks**). Select the bookmark you want to delete by clicking on it. Then click on **Edit** and select **Delete**. (Or, in earlier versions of Netscape, click the **Remove Item** button in the lower right-hand corner.)

Saving Web Documents

Bookmarks are one of several ways to save information you find on the Web. Another is to save the document as a file or an e-mail message. If you hit **p** while viewing a document in Lynx, you'll be given three choices:

Save to a local file
Mail the file
Print to the screen

If you choose the first option, you'll be prompted for a file name. The document will be saved under that filename in your main directory. You can then print it out in the same way you print any other file. (Printing arrangements depend

on how your printer and system are set up, so if you need help with printing, you should ask someone familiar with your system.) If you prefer, you can choose the second option, which will result in your being prompted for an e-mail address. You can thus send the document either to yourself or to anyone else who might find it of interest.

To save a document in Netscape, open the document, click on the **File** menu near the upper left-hand corner of the screen, and choose the **Save As** option. From the resulting **Save As** dialogue box, you need to do two things: choose a directory to save the file in and decide whether you want to save it as plain text or with all the HTML code. You make this decision in the lower left-hand corner of the dialogue box, where it says "Save Files as Type." Choose the type you want and then click OK. This will save the text but not the graphics. If you come upon an image that you want to save, right-click on it while you're viewing it. From the pop-up menu that appears, choose **Save this Image as**. You'll see the **Save As** dialogue box with a suggested filename. You can change the name if you wish, but be sure to keep the extension (e.g., .gif, .jpg). In the directories list, select the directory where you want to save the image, and then click **Save**.

Telnet, Ftp, and Gopher on the Web

I mentioned above that web browsers can also use telnet, ftp, and gopher protocols. If you use your Web browser to telnet, ftp, or gopher, you don't need to know most of the information provided earlier. You connect to a site with a telnet, ftp, or gopher URL the same way you connect to one with an http address. You don't even have to type "anonymous" and your e-mail address to connect to an anonymous ftp site; the web browser takes care of almost

everything for you. One useful tip: if you connect to an ftp site and are confronted with a list of unfamiliar directories, look for one called **pub** or **public**. If you click on a directory name, you'll then be presented with the list of files and/or subdirectories it contains. When you find a document you want, just click on it; that will bring the document to the screen. If you want to download it, follow the instructions you just read in the preceding section for saving a WWW document.

Finding Information on the Web

If you have lots of spare time, you may enjoy just roaming about on the Web, following links wherever they may lead. Eventually, though, you're probably going to want to find specific information. The Web is a humongous information resource. There are literally millions of Web pages containing documents on just about every imaginable topic, from A to Z, aardvarks to zygotes, and new information is being added at a prodigious rate every day. But how do you find it?

Though in some respects the Web is like a library, there's no single system for classifying information, and no card catalogue that includes all the material available. However, a number of tools have been developed to help you find information. These tools fall roughly into two categories: **indexes** and **search engines**. None is truly comprehensive, though some of the search engines claim to include millions of Web pages in their databases.

Indexes are usually arranged first by category and then, within each category, by subject. **Yahoo (http://www.yahoo.com/)** is perhaps the best known index, at least in the United States. Yahoo begins by organizing information

into more than a dozen categories: Arts, Business, Computers, Education, Entertainment, Government, Health, etc. One of the categories is Society & Culture. If you select this, you'll be presented with a list of more than forty subjects, including Gender Issues. Gender Issues, in turn, is divided into about ten sub-divisons, one of which is Women. Select Women and you'll be presented with about a dozen more choices, among them Women's Studies. And yes, Women's Studies is itself sub-divided into such units as Bibliographies, History, Journals, Literature, Media, and half a dozen more. Each of these divisions and sub-divisions contains listings of relevant URLs. Yahoo also serves as a search engine. At each division, you can do a search, and you can choose either to confine the search just to that division or to search all of Yahoo.

Two other highly regarded indexes are

EiNet Galaxy
(http://galaxy.einet.net/galaxy.html)

BUBL Subject Tree
(http://www.bubl.bath.ac.uk/BUBL/cattree.html)

Indexes are fine if you know what you're looking for and in which of the index's categories you're likely to find it. And some indexes have the additional advantage of being selective: they include only material that someone thinks is worthwhile. Nonetheless, sometimes you're better off using the other kind of navigational tool, a **search engine**. These searching devices race through the Web collecting information about web pages (and sometimes other Internet resources as well, such as Usenet newsgroups), such as their titles, subjects, keywords, and in some cases complete contents. This information is stored in the search engine's database. Each search engine has an interactive web page;

you go there just as you'd go to any other Web site. Type in the subject or keywords you're interested in, and then click on the Search command (with Lynx, you do this with the right arrow key). Usually in a matter of seconds you'll have a response.

There are many search engines, and new ones are continually being developed. They use different criteria for including and classifying information, and they offer different options and degrees of control over the search. All permit you to do a simple search; many also permit what are called Boolean searches that use AND, OR, and NOT. For example, if you do a search for documents containing the keyword "woman," you may miss those that speak only of "women." So it may make sense to pick a search engine where you can specify "woman or women" (omit the quotation marks). Similarly, if you're looking for information about Victorian culture but you have no interest in Victorian poetry, with a Boolean search you can ask for "Victorian not poetry" (again, omit the quotation marks). More detailed instructions usually appear at the search engine's site. Here are a few recommended search engines (listed alphabetically):

Alta Vista (http://www.altavista.digital.com/)
Alta Vista claims to have the largest database, currently including 30 million web pages. Its strength may also be its weakness: you may get more information than you want, including more irrelevant information. Following the instructions for an "advanced" search may reduce the severity of this problem.

DejaNews (http://www.dejanews.com/)
DejaNews specializes in searching through Usenet newsgroups. You can search for specific topics or messages written by a specific person.

FeMiNa (http://www.femina.com/)

Created by Aliza "Cybergrrl" Sherman, FeMiNa is a search engine specializing in women-related subject matter.

Lycos (http://www.lycos.com/)

Lycos has long been one of the most popular search engines. Like Alta Vista, it claims to have an enormous database.

WebCrawler (http://webcrawler.com/)

Though Webcrawler has a considerably smaller database than either Alta Vista or Lycos, it's the one I choose most often. It gives me more responses at a time, and I find a higher percentage of useful responses from even a simple search. But not everyone shares my enthusiasm.

WWWomen (http://www.wwwomen.com/)

In addition to a women-oriented search engine, WWWomen offers chat forums, a help desk, news, and links to many women-related resources.

The abovementioned search engines are by no means the only good ones. You can try out these and numerous others at the **AllinOne** site **(http://www.albany.net/allinone/)**; as its name suggests, it's a single site that includes links to most of the major and some of the minor search engines. For more online information about searching the Web, see the section of chapter six entitled **Search Tools**.

4

ONLINE INFORMATION ABOUT WOMEN

The Internet can provide valuable information about women for use in curriculum transformation. You can obtain syllabi, bibliographies, essays, statistics, and other useful text documents, not to mention increasing numbers of photographs and illustrations, audio recordings, video clips, and films, all while sitting at your computer. To access the multimedia resources, you need a fairly new computer with lots of space on your hard drive, special viewers and/or audio cards for video and sound, and a fast connection to the Internet. But even a poky older computer with few bells and whistles (like the one I have at home) can retrieve text documents.

This chapter will tell you where to find online information about women. Since the Internet changes rapidly, it's possible that some of what I say here will be outdated by the time you read this. Most of it, though, should still be accurate. (If you come upon information that should be added or changed, please let me know. My e-mail and snail mail addresses can be found in the manual's Introduction. I will post all additions and changes on the World Wide Web at **http://www.umbc.edu/wmst/updates.html** .)

E-mail Lists as Information Sources

In spite of all the attention being paid these days to the World Wide Web, I still find e-mail lists (also called "discussion forums") the single most useful source of substantive online information. When I send a question to an appropriate list, I can make it as detailed or nuanced as I think necessary. I don't have to reduce my query to a few keywords nor wonder what category to look under, and the information I get back isn't limited to what's already online. Also, the information stands a better chance of being reliable: if someone posts an inaccurate response, other readers usually offer speedy corrections.

I devoted all of chapter two to e-mail lists because they can be so useful for curriculum transformation. For example, you can send queries to the list, seeking information or advice, and get back detailed responses. E-mail lists can also be of value for the information they contain in their files. Syllabi, for example. How have other people incorporated information about women into a course on Western Civilization? What texts might you use if you wanted to re-work your Restoration and 18th-Century Literature course so that it included more women writers and focused, perhaps, on a transformed set of issues? How might you make your American literature course more diverse? How have feminist critiques influenced the philosophy of science? Is it true that mathematics is a gender-free discipline that doesn't lend itself to curriculum transformation? One way to begin to address these questions is through examining syllabi. More than one hundred syllabi are available in the WMST-L syllabi collection (see chapter two for more information about WMST-L, an e-mail list for Women's Studies teaching, research, and program administration). Here's a small sampling (the sometimes cryptic titles result from the IBM mainframe's insistence that filenames contain no more than 8 characters in each of two words):

WESTCIV WOMEN	Women in Western Civilization
EUROHIST WOMEN1	Women in Modern European History
WRITERS 18TH_C	Restoration & 18th C. Women Writers
FEM_LIT 18TH_CEN	Enlightenment Feminist Literature
ASIAN ARAB_LIT	Asian American & Arab American Women's Lit.
LESBIAN LIT1	Lit., Theory, & Culture of Lesbians in America
WRITERS WOMEN4	African American Women Writers
SCIENCE FEM_CRIT	Recent Feminist Crit. of Philosophy of Science
SCIENCE FEMINISM	Feminist Theory and Philosophy of Science
MATH_AND GENDER	Mathematics, Gender, and Culture

To get the entire WMST-L syllabi filelist, send the following message to LISTSERV@UMDD.UMD.EDU: INDEX SYLLABI . When you see a particular syllabus you want, send the message GET [filename] to the same LISTSERV address, replacing [filename] with the two-word filename. E.g., GET MATH_AND GENDER (MATH_AND is considered to be one word). If you want more than one syllabus, put each "get" command on a separate line. For more information, consult the WMST-L User's Guide, available on the Web at http://www.umbc.edu/wmst/user-guide.html or by sending the e-mail message GET GUIDE WMST-L to LISTSERV@UMDD.UMD.EDU .

In addition to syllabi, WMST-L offers an extensive collection of other files related to women's studies teaching, research, and program administration. These, too, contain material that may be useful in curriculum transformation:

bibliographies on such issues as women and whiteness, feminist pedagogy, and language and sexual orientation; compilations of WMST-L messages recommending fictional and non-fictional treatments of women and war; suggestions for handling sensitive subject matter in class; an essay on how gender may affect teaching evaluation, etc. To get the WMST-L filelist (as opposed to the syllabi filelist), send the message INDEX WMST-L to LISTSERV@UMDD.UMD.EDU . The procedure for retrieving the files is identical to the one described above for syllabi.

Several other lists also make syllabi and other materials available in a variety of disciplines (those lists that make their materials available through Web or Gopher sites rather than via e-mail are dealt with later):

Economics

Send message INDEX FEMECON-L to LISTSERV@BUCKNELL.EDU for a list of files that include syllabi and articles relating to women and economics.

Philosophy

SWIP-L has syllabi and other files pertaining to feminist philosophy and women and philosophy. To access these files, you must be a SWIP-L subscriber. You then send the message INDEX SWIP-L to LISTSERV@CFRVM.CFR.USF.EDU.

Psychology

Send message INDEX POWR-L to LISTSERV@URIACC.URI.EDU for syllabi and related materials from the Psychology of Women Resource List.

Queer Theory

Send message INDEX QSTUDY-L to LISTSERV@LISTSERV.ACSU.BUFFALO.EDU for a list of files including some essays and syllabi pertaining to lesbian, gay, bisexual, and transgender studies.

Other lists, too, may offer useful materials. To find out what files are available from any list, simply send the message **INDEX [listname]** to the list's administrative address (i.e., to its Listserv, Listproc, Majordomo, etc. address). If you get a reply saying you're not authorized to receive the filelist, that usually means that only subscribers may access the files.

Another way e-mail lists can serve as valuable sources of information is through their logfiles. Many lists (though not all) automatically archive all messages. You can then search the logfiles to find what has been said on a topic you're interested in. Lists that run on Listserv software (as opposed to Listproc, Majordomo, etc.) have a superb search mechanism. You can specify that you want messages on X and Y but not Z, written between two dates, and even sent by a particular person. You can get just a list of the messages, or you can get the list along with the full text of the messages. Two sets of instructions for using the Listserv search tool can be obtained by sending the following two-line e-mail message to LISTSERV@UMDD.UMD.EDU:

GET DUMMY GUIDE
GET SEARCH LOGFILES

Using the easy-to-follow instructions contained in these guides, you can send a search request to Listserv; often, you'll receive a reply in less than a minute. For example, today I decided to see what information had appeared on WMST-L concerning Charlotte Perkins

Gilman's celebrated short story, "The Yellow Wallpaper." Having read the DUMMY GUIDE, I knew how to construct the following set of scary-looking instructions and send them to LISTSERV@UMDD.UMD.EDU:

```
//
Database Search DD=Rules
//Rules DD  *
Search yellow wallpaper in WMST-L since 6/95
Index
Print
/*
```

Literally within seconds, I received the following "database output" message from Listserv:

```
> Search yellow wallpaper in WMST-L since 6/95
—> Database WMST-L, 15 hits.

> Index
```

Item #	Date	Time	Recs	Subject
015108	95/08/25	11:57	27	women and mental health
015125	95/08/26	09:10	42	women/lit/med Bibi prt 2
015139	95/08/28	14:18	21	Re: Request for readings on "Women and mental heal+
016194	95/11/13	07:11	14	Re: feminist fiction
016243	95/11/15	17:13	111	Feminist Fiction Results
016890	96/01/23	20:37	31	Re: Women Writers
016939	96/01/27	18:30	20	anti-feminism and the academy
016943	96/01/28	01:30	58	The Yellow Wallpaper
016944	96/01/28	10:53	16	Re: The Yellow Wallpaper
016946	96/01/28	12:04	46	Re: The Yellow Wallpaper
016949	96/01/28	17:21	12	Re: The Yellow Wallpaper
016950	96/01/28	16:54	68	Re: The Yellow Wallpaper
016955	96/01/29	12:51	29	Re: The Yellow Wallpaper
016975	96/02/01	08:37	46	Charlotte Perkins Gilman (for sociologists?)
017049	96/02/05	18:50	38	gilman and dock....

What you see is an index of all 15 messages sent to WMST-L from June 1995 (an arbitrary date I chose to limit the number of responses) until the time I wrote this (February

1996) that contained the words "yellow" and "wallpaper." Listserv provides a unique message number, the date and time that the message was sent, the number of lines it contains ("Recs"), and its subject header. Since I told Listserv not just to provide an index but also to print the messages, this index was followed by the messages themselves; I've omitted them to save space. I find the Listserv search mechanism so useful that I keep a template of the rather arcane search message in my computer files. When I want to do a search, I plunk the template into an e-mail message, change the details, and send it off to the Listserv address. NOTE: this discussion applies only to lists that run on Listserv software and keep logfiles. Listproc software has a more limited search mechanism, while Majordomo has none.

World Wide Web Sites as Information Sources

The growing dominance of the World Wide Web, spurred in part by the Web's ability to display not just text but also graphics, sound, and even video, has resulted in the creation of more and more web sites to which you can turn for syllabi, other course materials, and more general information about women. Here are some sites with strong academic holdings concerning women; links to most of these and many other women-related sites can be found at **http://www.umbc.edu/wmst/links.html** (part of the UMBC Women's Studies web site; see below). One advantage of the information you'll find there is that, because it's online, it can often be updated more easily than information in books and other print sources.

Comprehensive Sites

Women's Studies Archive on InforM:

I list this first because I think it's probably the best single source of online information about women. Some of the documents can also be found in the WMST-L files (e.g., syllabi), but InforM also offers much additional material. The URL is http://www.inform.umd.edu/EdRes/Topic/WomensStudies/ .

UMBC Women's Studies Web Site.

I list this second because it's the site I maintain for the Women's Studies Program at the University of Maryland Baltimore County. The "external resources" section contains extensive, frequently-updated information about women-related e-mail lists, as well as links to most of the Women's Studies/women's issues web sites mentioned in this manual (and many not mentioned), detailed information about WMST-L, links to Women's Studies programs in the US and abroad, and other information.
The URL: http://www.umbc.edu/wmst/ .

Distinguished Women Past and Present.

Brief but useful biographical sketches of a vast assortment of women in the arts, the humanities, the sciences, the social sciences, and more. By Danuta Bois. The URL is http://www.netsrq.com/~dbois/ .

Diversity Sources

Very rich collection of links to information about women and many racial/ethnic minorities. Part of the History/Social Studies Web Site for K-12 Teachers, but useful for college instructors as well. URL: http://www.execpc.com/~dboals/diversit.html .

University of Iowa Libraries Internet Gateway

The Women's Studies section, maintained by Karla Tonella, offers a superb collection of links to Women's Studies resources, arranged by field. Listings are especially strong in Feminist Theory, History, and Literature. The URL is http://www2.arcade.uiowa.edu/gw/wstudies/ .

University of Wisconsin System Women's Studies Librarian's Office.

Includes much valuable material, including extensive bibliographies, superb core lists of women's studies books in about thirty different fields, audio-visual information, and links to women-related online newsletters and 'zines and to online resources arranged by subject. The URL is: http://www.library.wisc.edu/libraries/WomensStudies/ .

Yahoo.

Immensely useful Index for just about every field. It also has a search mechanism. See especially Women's Studies, whose URL is http:// www.yahoo.com/Social_Science/Women_s_Studies/ .

Ancient Studies/Classics

Diotima: Materials for Study of Women & Gender in the Ancient World

Here you will find syllabi, essays, bibliographies, translations and more, all relating to women and gender in antiquity. URL: http:// www.uky.edu/ArtsSciences/Classics/gender.html .

Gender and Prehistory Bibliography and Syllabi.

By Kelley Hays-Gilpin. URL: http://grizzly.umt.edu/anthro/syllabi/GENDSYLS.HTM.

Resource Guide to WWW Sites About Ancient Egyptian Women.

Contains syllabi, lectures, bibliography, and more. URL: http://ezinfo.ucs.indiana.edu/~ajgillen/Ewomen.html.

Art

National Museum of American Art (search form).

Check off "works by women artists" on the search form's list of options. URL: http://www.nmaa.si.edu/nmaa/nmaasearch1.html.

Women Artists Archive.

Includes a wonderful collection of links. URL: http://libweb.sonoma.edu/special/waa/.

Communications

Communication and Gender.

Affiliated with the American Communication Association, this site includes a large number of essays and links. URL: http://www.uark.edu/depts/comminfo/www/gender.html.

Gender, Ethnicity, & Class in Media and Communications.

An extraordinarily rich assortment of links and resources. This site should prove very useful for anyone planning or revising a course dealing with these topics. URL: http://www.aber.ac.uk/~dgc/gender.html .

Economics

Glass Ceiling Commission.

URL: http://www.ilr.cornell.edu/library/e_archive/GlassCeiling/ .

Women & Economic Resources.

Links from the Institute for Global Communications. URL: http://www.igc.org/women/activist/work.html .

Women's Bureau (US Dept. of Labor).

Labor-related data, publications. URL: http://bubba.dol.gov/dol/wb/ .

See also POLITICAL SCIENCE/INTERNATIONAL RELATIONS, below.

Film

Women in Cinema: A Reference Guide.

By Philip McEldowney. URL: http://poe.acc.virginia.edu/~pm9k/libsci/womFilm.html .

Health

MedWeb: Gynecology and Women's Health.

Informative links from Emory University's Health Sciences Center Library. URL: http://www.gen.emory.edu/medweb/medweb.gynecology.html .

National Women's Resource Center

Includes position papers, bibliographies, and other info about women-related substance abuse and mental illness. URL: http://www.nwrc.org/ .

Women's Health Links (Yahoo).

URL: http://www.yahoo.com/Health/Women_s_Health/ .

Women's Medical Health Page.

URL: http://www.best.com/~sirlou/wmhp.html .

See also POLITICAL SCIENCE, SCIENCE & TECHNOLOGY, and SEXUALITY, below.

History

H-WOMEN Web Site.

Web Site for the H-WOMEN women's history e-mail list offers syllabi, bibliographies, and other resources. URL: http://h-net2.msu.edu/~women/ .

Horus' History Links.

Great links for women's history.
URL: http://
www.ucr.edu/h-gig/hist-topics/women.html.

The Kassandra Project.

Material on German women of the late 18th and early 19th centuries. URL:
http://www.reed.edu/~ccampbel/tkp/.

Lesbian History Project.

Includes bibliographies, articles, a syllabus, and more. URL:
http://www-lib.usc.edu/~retter/main.html/.

National Women's History Project.

Useful resources and links.
URL: http://www.nwhp.org/.

Vandergrift's Feminist Page.

Includes bibliographies in women's history and feminist criticism. URL: http://
www.scils.rutgers.edu/special/kay/feminist.html.

Women's History: A Todd Library Research Guide.

By Ken Middleton. Bibliographies, brief book reviews, multimedia exhibits, and useful links.
URL: http://
frank.mtsu.edu/~kmiddlet/history/women.html.

Women in World History Curriculum.

Resources, lessons, and information about women in World History. Aimed primarily at K-12 but of some use for college history courses as well. URL: http://home.earthlink.net/~womenwhist/index.html.

See also SCIENCE & TECHNOLOGY, below.

Law

ANTIGONE.

Home page of the AALS Section on Women in Legal Education. Useful links. URL: http://aall.wuacc.edu/wlegedu/index.html.

Feminist Curricular Resources Clearinghouse.

Provides access to resources related to teaching about feminism and law: syllabi, reading lists, bibliographies, a forum, indices. URL: http://www.law.indiana.edu/fcrc/fcrc.html.

Feminist Theory and Feminist Jurisprudence.

Includes syllabi, bibliographies, legal cases, and more. URL: http://lark.cc.ukans.edu/~akdclass/femlit/femjur.html.

Internet Resources for Women's Legal & Public Policy Information.

URL: http://asa.ugl.lib.umich.edu:80/chdocs/womenpolicy/womenlawpolicy.html.

See also POLITICAL SCIENCE/INTERNATIONAL RELATIONS, below.

Linguistics

COSWL, the Council on the Status of Women in Linguistics.

COSWL has made available 27 syllabi from courses on language and gender taught in an array of departments (linguistics, anthropology, folklore, English, education, French, and German). A goldmine! URL: http://www.ling.lsa.umich.edu/jlawler/gender.html.

Gender-Free Pronoun FAQ.

By John Chao. Includes essays and other material in addition to FAQs (Frequently Asked Questions). URL: http://www.eecis.udel.edu/~chao/gfp/.

Literature

A Celebration of Women Writers.

Links to web sites of many women writers, with individual writers' sites coming first, followed by collections and bibliographies. URL: http://www.cs.cmu.edu/afs/cs.cmu.edu/user/mmbt/www/women/writers.html.

American Literature Survey Site.

This site contains web pages for Gilman's "The Yellow Wallpaper," Hansberry's *A Raisin in the Sun*, and Jewett's "A White Heron," as well as links to related literary resources. URL: http://www.cwrl.utexas.edu/~daniel/amlit/survey.html.

Laura Mandell's Home Page

Syllabi, projects, and other resources for 18th- and 19th-century British literature courses that pay substantial attention to women writers and gender issues. URL: http://www.muohio.edu/~mandellc/.

19th Century American Women Writers Web.

A wealth of material about 19th century American women writers and their texts. The URL is http://clever.net/19cwww/.

Syllabi & Other Course Materials for Literature Courses.

Jack Lynch's extraordinarily rich collection, though only a few syllabi focus on women. URL: http://www.english.upenn.edu/~jlynch/syllabi.html.

Also of interest on this page is a link to Lynch's Literary Resources on the Net, which includes a section on Feminism and Women's Literature. URL: http://www.english.upenn.edu/~jlynch/Lit/women.html.

T-AMLIT.

A wealth of materials related to expanding the American literature curriculum to include women and other under-represented voices can be found at the T-AMLIT (Teaching the American Literatures) web site: http://www.georgetown.edu/tamlit/ . The T-AMLIT list logfiles can also be searched by gophering to gopher.cren.net and choosing Mailing List Archives.

See also Vandergrift's Feminist Page under HISTORY, above, and see WOMEN OF COLOR, below.

Music

Archive of Syllabi in Women's Studies in Music.

URL: http://www.sun.rhbnc.ac.uk/Music/Archive/Women/ .

Bibliography of Sources Related to Women's Studies, Gender Studies, Feminism, and Music.

By David Loberg Code. Compiled for the Society for Music Theory's Committee on the Status of Women. URL: http://www.wmich.edu/music/BIB.html .

Early Music by Women Composers: CDs.

URL: http://pages.nyu.edu/~whitwrth/ .

IAWM (International Alliance for Women in Music)

IAWM has both a list and a web site; the latter offers syllabi, bibliographies, discographies, and other resources relating to women in music. The URL is http://music.acu.edu/www/iawm/home.html.

Muse: The Journal of Women in Music.

Includes interviews, biographical sketches, CD and concert reviews, and more. URL: http://www.val.net/VillageSounds/Muse/index.html.

She's Got the Beat.

Resources for women in rock, pop, jazz, and country music. URL: http://hamp.hampshire.edu/~pswF94/femme/lafemme.html.

Women Composers: A Bibliography of Internet Resources.

By Tara Guthrie. URL: http://www.geocities.com/Heartland/7282/women.html.

Women Composers and Women's Music.

Great links. URL: http://www.music.indiana.edu/music_resources/women.html.

Women in Music.

Useful links from the U. of Washington Music Library. URL: http://www.lib.washington.edu/libinfo/libunits/soc-hum/music/women.html.

Women of the Blues.

Information about women blues musicians, past and present. URL: http://www.island.net/~blues/women.html.

Philosophy

Annotated Bibliography of Feminist Aesthetics in the Literary, Performing and Visual Arts.

By Linda Krumholz and Estella Lauter (1992). URL: gopher://silo.adp.wisc.edu:70/11/.uwlibs/.womenstudies/.fem_aesthetics.

Collaborative Bibliography of Women in Philosophy.

URL: http://billyboy.ius.indiana.edu/womeninphilosophy/womeninphilo.html.

Ethics and Gender.

By Lawrence Hinman. Includes links and a bibliographic survey of philosophical literature on gender. URL: http://pwa.acusd.edu/~hinman/gender.html.

Women and Performance: A Journal of Feminist Theory.

Online version of print journal. Includes full text of some articles as well as other resources. URL: http://www.echonyc.com/~women/.

Physical Education/Sports

Gender Equity in Sports.

URL: http://www3.arcade.uiowa.edu/proj/ge/ .

WWW Women's Sports Page.

The most comprehensive and issue-oriented site. URL: http://fiat.gslis.utexas.edu/~lewisa/womsprt.html .

Political Science/International Relations

BRIDGE: Briefings on Development and Gender.

Analyses focused on gender and development issues, intended to assist development professionals to integrate gender concerns into their work. URL: http://www.ids.ac.uk/ids/research/bridge/ .

Ecofeminism: An Introductory Bibliography.

By Julie Knutson (1995). Annotated. URL: gopher://silo.adp.wisc.edu:70/00/.uwlibs/.womenstudies/.bibs/.ecofem .

FEMISA.

Syllabi and other materials relating to feminism and international relations can be obtained from the FEMISA gopher at gopher://csf.Colorado.EDU/11/feminist.

WIDNET (Women in Development Network).

A bilingual site (French/English) for women and development.
URL: http://www.synapse.net/~focusint/.

Women and Politics (Journal).

Includes abstracts of journal articles, links to other relevant sites. URL:
http://www.westga.edu/~wandp/w+p.html.

Women of the World: Laws & Policies Affecting Their Reproductive Lives.

Covers Brazil, China, Germany, India, Nigeria, and the United States. URL:
http://www.echonyc.com/~jmkm/wotw/.

Women in World Politics Bibliography.

Annotated bibliography; covers theory, economics, law, human rights, development, and more. Class project from 1994 Wesleyan U. seminar. URL: http://www-osf.wesleyan.edu/gov/gallagher/resources.html.

See also LAW, above, and WOMEN OF COLOR, below.

Science , Math, & Technology

4000 Years of Women in Science.

Biographies, bibliographic references, photographs, and links to related sites. URL: http://crux.astr.ua.edu/4000WS/4000WS.html .

The Ada Project (TAP).

Clearinghouse for information and resources concerning women in computing. URL: http://www.cs.yale.edu/HTML/YALE/CS/HyPlans/tap/tap.html .

Biographies of Women Mathematicians.

Indexed alphabetically and chronologically. Includes photographs, a bibliography, and good links to related sites. URL: http://www.scottlan.edu/lriddle/women/women.html ["lriddle" begins with the letter L].

The History of Women and Science, Health, and Technology: A Bibliographic Guide to the Professions and the Disciplines.

By Phyllis Holman Weisbard and Rima D. Apple. 1993. More than 2500 citations; searchable. URL: gopher://gopher.adp.wisc.edu:70/11/.browse/.METAGLSHW .

Information Technology and Women's Lives: A Bibliography.

By Linda Shult. 1996. Contains 750 citations, partially annotated. URL: gopher://silo.adp.wisc.edu:70/11/.uwlibs/.womenstudies/.infotech (11 is the number 11, not lower-case L's).

Web-sters' Net-Work.

Bibliographies, links, etc. concerning women in information technology. URL: http://lucien.berkeley.edu/women_in_it.html.

Women and Computer Science.

Ellen Spertus' extremely interesting site. Includes essays, syllabi, bibliographies, links, and more. URL: http://www.ai.mit.edu/people/ellens/gender.html.

Women and Information Technology: An Annotated Bibliography.

Produced by the Women, Information Technology, & Scholarship Colloquium at the U. of Illinois. Originally published in 1993. Excellent annotations make it still valuable. URL: http://gertrude.art.uiuc.edu/wits/bibliography1.html.

Women and Minorities in Science & Engineering.

Also created by Ellen Spertus. URL: http://www.ai.mit.edu/people/ellens/Gender/wom_and_min.html.

Women and Science: Issues and Resources.

By Phyllis Holman Weisbard (1996). Bibliography of works presenting a feminist critique of scientific theory and practice in the past and present. URL: gopher://silo.adp.wisc.edu:70/11/.uwlibs/.womenstudies/.wom_science/.

Women's Issues & Gender Differences in Science and Engineering.

Links to a number of studies and resources. URL: http://web.mit.edu/ethics/www/ecsel/abstracts/women.html .

Sexuality/Sexual Orientation

Border Crossings.

By Karla Tonella. Categories include Cyborgs, Gender, LesBiGay, Diaspora, LaFrontera, and more. Includes many interesting essays. URL: http://www.arcade.uiowa.edu/gw/comm/borderCrossing.html .

Gender and Sexuality (Carnegie Mellon English Server).

Good for essays and unchanging documents. Terrible for materials that undergo revision. URL: http://eng.hss.cmu.edu/gender/ .

Lesbian Links.

A rich and growing resource. By Amy Goodloe, who also runs a number of women-only e-mail lists. URL: http://www.lesbian.org/ .

Queer Resources Directory.

Very comprehensive.
URL: http://www.qrd.org/qrd/ .

Rainbow Query.

Vast collection of gay/lesbian resources in 200 categories. URL: http://www.glweb.com/RainbowQuery/ .

See also HISTORY, above

Women of Color

CLNET's Chicana Studies Home Page.

Contains syllabi, bibliographies, information about anthologies, videos, journals, and more. URL: http://latino.sscnet.ucla.edu/women/womenHP.html .

Intro to Chicana/o Literature.

Sheila Contreras' syllabus from U. of Texas at Austin. URL: http://www.cwrl.utexas.edu/~sheilac/chicana.html .

Isis: Black Women and the Arts.

Information about Black women in the visual and performing arts, film, literature, history, etc. URL: http://www.netdiva.com/ .

Native American Women and Other Ethnic Women.

A superb set of links from the U. of Wisconsin System Women's Studies Librarian's office. URL: http://www.library.wisc.edu/libraries/WomensStudies/native.htm .

SAWNET (South Asian Women).

Includes information about books, films, health issues, and social problems relevant to South Asian women. URL: http://www.umiacs.umd.edu/users/sawweb/sawnet/ .

Women in India.

Issues facing women in contemporary India. URL: http://www.webcom.com/~prakash/WOMEN/WOMEN.HTML .

Women of Africa Resources.

Bibliographies, information, links, and other resources on African women. URL: http://www.lawrence.edu/~bradleyc/war.html .

See also ANCIENT STUDIES/CLASSICS, above.

Miscellaneous

Argus Clearinghouse.

Resource guides covering a vast array of subjects, including a number on women. Now that Argus has taken over this site (formerly the Clearinghouse for Subject-Oriented Internet Resource Guides), many of the guides are updated annually, though that still leaves much time for information to become outdated. URL: http://www.clearinghouse.net/ .

Black/African Internet Resources.

By Art McGee. A large, valuable assortment of links, many with useful annotations. Not focused specifically on women. URL: http://www.sas.upenn.edu/African_Studies/Home_Page/mcgee.html.

CLNET Diversity Page (UCLA).

Though not focused only on women, this site offers much valuable information about African Americans, Asian Americans, Latinos, and Native Americans, and other multicultural resources. The URL: http://latino.sscnet.ucla.edu/diversity1.html.

ITROW: Institute for Teaching and Research on Women.

Bibliographies, fact sheets, and other resources for teaching and research on women. URL: http://www.towson.edu/~vanfoss/ .

National Center for Curriculum Transformation Resources on Women.

Extensive resources for curriculum transformation.
URL: http://www.towson.edu/ncctrw .

Universal Black Pages.

Another valuable site not focused specifically on women. URL: http://www.gatech.edu/cgi-bin/ubp-find.

5

GAINING ACCESS TO THE INTERNET

Many people who work at colleges and universities have access to the Internet through accounts provided by their institution. However, not all institutions currently offer such services. If you find you must fend for yourself, don't despair. Millions of folks have gained access to the Internet through commercial or non-profit service providers. The major nationally available commercial providers like America Online (AOL), CompuServe, Prodigy, and Microsoft Network usually wind up costing more than a local Internet Service Provider or ISP, but some people feel the extra money is well spent. An ISP connects you to the Internet and gives you an e-mail account but usually does not provide many other services. By contrast, AOL and the other major online service companies often provide a more user-friendly system and more readily available telephone help than many ISPs or universities can offer. In addition, if you like having a book by your side that you can turn to for explanations, you'll find books galore written to help you master the ins and outs of AOL and CompuServe, and a few as well for Prodigy and Microsoft Network. Another advantage of these major companies is that they give you

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more than just Internet access: they also offer special online forums that are restricted to their system's users, the latest offerings from an array of commercial magazines (AOL has particular strength here), hardware and software support and information (especially varied on CompuServe), software libraries, business and financial information (a CompuServe specialty, though often at additional cost), services for children (especially on Prodigy, which also permits parents to block their children's access to some online areas), and more.

It would be foolhardy to go into more detail here about the features of various Internet service providers, since those details change frequently. However, a few bits of advice may hold true for a while. One is that if you're online more than five hours per month, you'll generally pay more using the full-service "biggies" mentioned above than if you use most local Internet service providers. That's because America Online, CompuServe and the others supplement their basic monthly rates with hourly fees once you exceed a specified number of hours (which can be as low as five). Many local ISPs, in contrast, offer a flat fee for unlimited monthly service, and that fee is often quite modest. Keep in mind, though, that most local ISPs don't offer the biggies' wealth of special services and resources, and some of the locals are best suited to people who already have Internet experience. Thus, if you're a "newbie," you may be best off starting with one of the biggies and then switching to a less expensive local provider after you know your way around the Net. (Note: It turns out that the "few bits of advice" mentioned above held true less long than I'd expected. As I was completing this section, CompuServe, America Online, and Prodigy all implemented or announced plans for an "unlimited use" fee of $19.95 per month; CompuServe's flat rate plan is called Sprynet. Also, AT&T and MCI now offer Internet access for a flat fee. Call the companies for details.)

If you want more information about the major national Internet service providers, you should browse through the newsstand; it's likely that at any given moment, at least one of the popular computer magazines like *PC World, PC Magazine,* or *PC Novice* will include an article explaining and evaluating the ISPs. Some local publications, such as the Washington *Post's* monthly supplement *Fast Forward,* also provide useful coverage of local and national options. For the most up-to-date information about cost and services, you may be best off phoning. Here are toll-free phone numbers for the above-mentioned biggies: America Online: 800/827-6364; CompuServe: 800/848-8990 (Sprynet info is at 800-SPRYNET); Prodigy: 800/776-3449; Microsoft Network: 800/386-5550. Note that for Microsoft Network, you must be running Windows95.

Information about local service providers can be found online, on the World Wide Web. One URL is http://thelist.com/ . There you'll find names, phone numbers, services, options, and prices for local ISPs all over the world, arranged alphabetically both by state or country and by area code or country code. Another informative site can be found at http://www.herbison.com/herbison/iap_usa_meta_list.html . This latter site offers links to advice about choosing an ISP as well as listings.

One caveat: e-mail lists have carried complaints lately about the "free" trial offers from America Online and CompuServe. Both services offer a month's free use (up to ten hours online) so you can see whether they meet your needs; they ask only that you provide a credit card number so they can charge you should you go over the ten-hour free limit. In a number of instances, these services have allegedly ignored trial subscribers' requests to cancel and have continued to bill them for more months of service. Writing to AOL or CompuServe alone proved to be far less effective

than sending a letter to the credit card company (cc'ed to AOL or CompuServe) explaining the situation and asking that no further bills be paid.

6

For More Information

This brief manual has barely skimmed the surface of the Internet and its women-related resources. If you'd like to know more, here are some recommended places to look. This list is in no way comprehensive; if you don't see your favorite resource listed below, or you discover some new ones, drop me a line and let me know about them. My address can be found in the manual's Introduction. I will post additions and changes at the following World Wide Web site:
http://www.umbc.edu/wmst/updates.html .

Books About the Internet

Cady, Glee Harrah and Pat McGregor. *Mastering the Internet.* Sybex, 1995.

A huge, comprehensive guide, with especially good illustrations and special sections on educational resources for K-12. Emphasis on graphical interfaces. Includes CD with software for Netcom's Netcruiser and Chameleon.

Gilster, Paul. *The New Internet Navigator.* John Wiley & Sons, 1995.

A comprehensive (>700 pages), detailed, readable guide that has been so heavily updated from earlier editions that it now bears a slightly different name. Similar in scope to Hahn, below, but Gilster contains more illustrations. Includes coverage of Netscape, trn, and Eudora, all absent from Hahn's second edition.

Hahn, Harley. *The Complete Internet Reference. 2nd edition.* Osborne McGraw-Hill, 1996.

The first edition, which Hahn wrote with Rick Stout, was my favorite comprehensive Internet guide and was highly acclaimed in reviews. I haven't yet had a chance to examine the second edition in detail, though I note with disappointment that it doesn't discuss Netscape (though it offers a detailed discussion of Lynx), and it omits the detailed coverage of the trn newsreader included in the first edition (it instead discusses tin).

Krol, Ed. *The Whole Internet: Users Guide & Catalog. 2nd edition.* O'Reilly & Associates, 1994.

At one time, many considered this the essential guide to the Internet. It still has many fans, but I prefer the books by Cady, Gilster, and Hahn. I guess that's what makes horse races (and rich publishers).

LaQuey, Tracy. *The Internet Companion: A Beginner's Guide to Global Networking. 2nd edition.* Addison-Wesley Publishing Company, 1994.

Though even the second edition is in many respects outdated, I still recommend it highly as the clearest, best written, and most reasonably priced book about the Internet. The best book for the true beginner, but even more experienced users will probably learn from it. NOTE: the complete text of the second edition is now also available online! The URL: http://www.obs-us.com/obs/english/books/editinc/top.htm.

Lemay, Laura. *Teach Yourself Web Publishing with HTML in 14 Days.* Sams.net Publishing, 1995.

Includes CD-ROM. This excellent manual merges and updates the best of Lemay's two earlier highly acclaimed "Teach Yourself Web Publishing" books. If you want to create a home page, Lemay's manuals are the best place to turn. For online information, try http://www.lne.com/Web/Books/ . (that's a lower-case L in lne).

Levine, John R., Carole Baroudi, and Margaret Levine Young. *The Internet for Dummies. 3rd edition.* IDG Books Worldwide, Inc., 1995.

The original version of this book was something of a disappointment, but the third edition, which apparently combines, updates, and reworks material from both earlier versions of *The Internet for Dummies* and *More Internet for Dummies*, seems finally to have gotten it right. Like others in the "Dummies" series, this is especially good on clear instructions and useful tips. Lots of cartoons and humorous one-liners.

Minatel, Jim. *Easy World Wide Web with Netscape.* Que, 1995.

The picture book format put me off at first, but I soon was won over. This is an exceptionally clear, well thought out Netscape manual. Step-by-step explanations of most Netscape functions, each accompanied by several large, full-color illustrations. Good for true beginners as well as somewhat more experienced Internet users. By the time you read this, the updated version for Netscape 2 will be in the bookstores. Look for a notation on the cover that says you've got the updated edition.

Peters, James F. III and Patrick Holmay. *An Introduction to VAX/VMS.* Digital Press, 1990.

When I was just starting to learn about e-mail on a VAX/VMS system, I found this book very helpful. The section on the EVE text editor was particularly useful. (Few general Internet books address the specific needs

of VAX/VMS users, assuming that everyone is on a Unix system.)

Pfaffenberger, Bryan. *Netscape Navigator 2.0: Surfing the Web and Exploring the Internet.* AP Professional, 1996.

Clear, thorough coverage of Netscape 2.0, including the various hypermedia enhancements such as Real Audio, Java, Shockwave, etc. Lots of helpful screen shots. Comes with a somewhat useful CD. The book I have is the Windows version; I think one also exists for Macintosh users.

Senjen, Rye and Jane Guthrey. *The Internet for Women.* North Melbourne, Australia: Spinifex Press, 1996.

A very rich source of women-focused information that appeared just as I was doing this manual's final proofreading. It covers Internet resources and issues such as sexual harassment, security, etc. Helpful screen shots.

Internet Information Available Online

General Internet Guides/Workshops

CWIA Internet Help for Women.

A wonderful set of links, including "Newbies Anonymous" (see below) and info about the Eudora mail system, netiquette, search engines, and a lot more. URL: http://www.helix.net/women/internet-help.html.

EFF's Guide to the Internet.

This is an updated version of Adam Gaffin's excellent and highly readable Big Dummy's Guide to the Internet. URL: http://www.eff.org/pub/Net_info/EFF_Net_Guide/netguide.eff.

Exploring the Internet.

A good guide for learning about the Internet and how to use it. URL: http://www.screen.com/understand/explore.html.

Hands on the Internet Workshop.

Walt Howe's brief but excellent discussion of most of the Internet topics covered here and more.
URL: http://world.std.com/~walthowe/libtrain.htm.

Internet Companion: A Beginner's Guide to Global Networking.

As mentioned above under "Books," the second edition of Tracy LaQuey's superb introduction to the Internet is now available online as well as in print. Definitely worth a look! URL: http://www.obs-us.com/obs/english/books/editinc/top.htm.

Newbies Anonymous: A Newcomer's Guide to the Internet.

Covers telnet, ftp, gopher, the Web, Unix, and almost everything else you'd like to know. Highly recommended! URL: http://www.geocities.com/TheTropics/1945/index1.htm.

Pleiades Network: Internet Tools.

A woman-oriented site offering information about e-mail, ftp, telnet, file compression, and WWW. Includes many helpful screen shots to illustrate use of telnet, ftp, etc.
URL: http://www.pleiades-net.com/tools/tools.html.

ROADMAP96: Roadmap for the Information Superhighway Internet Training Workshop.

Updated version of Patrick Crispen's immensely popular introduction to the Internet. Useful information written with clarity and humor. URL: http://ua1vm.ua.edu/~crispen/roadmap.html (the third character in ua1vm is the number one).

TOURBUS.

Patrick Crispen and Bob Rankin's tour of interesting sites on the World Wide Web. Like ROADMAP, enlightening and amusing. URL: http://www.worldvillage.com/tourbus.htm .

Specific Topics

E-mail Lists

Internet Mailing Lists Guides and Resources.

URL: http://www.nlc-bnc.ca/ifla/I/training/listserv/lists.htm . (That's an upper-case I between /ifla/ and /training/.)

Eudora

Andrew Starr's Eudora for Windows Page.

Help files, FAQs, and other well-organized information about Eudora, one of the most popular graphics-based e-mail systems. URL: http://www.amherst.edu/~atstarr/eudora/ .

Eudora: Tips & Tricks.

Another useful help site for Eudora. URL: http://www.makinwaves.com/eudora/ .

HTML

If looking at all the great sites noted here inspires you to create a home page of your own, you'll need to know something about HTML (Hyper Text Markup Language), the special formatting web browsers require. Here are a few of the many online sites you can turn to for help (though for anything extensive, you're probably best off with one of Laura Lemay's celebrated "teach yourself HTML" books—see book listing, above):

Bare Bones Guide to HTML.

URL: http://werbach.com/barebones/ .

Introduction to HTML.

Readable guide from Case Western Reserve University. URL: http://www.cwru.edu/help/introHTML/toc.html .

Introduction to HTML and URLs.

Clear, extensive discussion by Ian Graham. URL: http://www.utoronto.ca/webdocs/HTMLdocs/NewHTML/intro.html .

The Web Developer's Virtual Library.

Vast resources, including a section devoted to HTML guides. URL: http://www.Stars.com/ .

Netiquette

Etiquette for Public E-Mail Systems.

Net etiquette ("netiquette") explained, including such phenomena as flaming, smileys, etc. URL: http://www.netpath.net/~gwicker/email.htm .

The Net: User Guide and Netiquette. By Arlene Rinaldi.

URL: http://rs6000.adm.fau.edu/rinaldi/net/index.htm .

Netscape

Netscape Tutorials.

An assortment of tutorials and other information covering both old and new versions of Netscape. URL: http://www.bgsu.edu/departments/tcom/netscape.html .

Pine

Pine Information Center.

This site is at the U. of Washington, where the Pine e-mail system was developed and is maintained. Lots of useful help and other documents. URL:http://www.cac.washington.edu/pine/ .

Pine Self-Training Tutorial.

Scroll down a bit to get to the good stuff. URL: http://gpu.srv.ualberta.ca/~maldridg/Wiz/Wizard .

Search Tools

Except for CARL/UnCover and ERIC, all the listings in this section offer some discussion of different search engines, links to these engines, and links to other discussions and evaluations. They're arranged alphabetically.

BPL Internet Index—SEARCHING.

A well thought-out page by Carole Leita, a librarian at the Berkeley Public Library. URL: http://www.ci.berkeley.ca.us/bpl/bkmk/search.html .

CARL/UnCover.

Tables of contents of 17,000 journals in all fields (going back about five years), including many in women's studies; searches are possible on authors, journal names, or terms occuring in article titles. A great resource! URL: http://www.carl.org/uncover/unchome.html . (Those without WWW access can telnet to database.carl.org).

If you use UnCover, you may wish to take a look at Jill Morrissey's brief essay, "Using CARL UnCover to Access Women's Studies Information." You can find it in InforM's Women's Studies Archive (http://www.inform.umd.edu/EdRes/Topic/WomensStudies/) in the Reference Room section.

ERIC (Educational Research Information Center).

ERIC is the largest source of education information in the world; much of it is available on the Internet. You can search the ERIC database directly at http://ericir.syr.edu/Eric/ .

Guide to Searching the Internet.

URL: http://www.page1.org/search/ .

The Spider's Apprentice

Clear, useful information about different kinds of search engines and how to use them most effectively. URL: http://www.monash.com/spidap.html .

Understanding WWW Search Tools.

Librarian Jian Liu's evaluative description of major search engines. URL: http://www.indiana.edu/~librcsd/search/ .

Web Search Cheat Sheet

URL: http://www.colosys.net/search/ .

Web Searching.

Descriptions of several major search engines and links to specific features. URL:http://www.ipl.org/classroom/userdocs/internet/engines.html.

Unix

UNIXhelp for Users.

Especially good for novices.
URL: http://unixhelp.ed.ac.uk/index.html.

Unix Reference Desk.

Lots of information and links to online help. URL: http://www.geek-girl.com/unix.html.

VAX/VMS

Vax E-mail.

A guide to using e-mail on VAX/VMS systems. URL: http://gehon.ir.miami.edu/ir/pubs/manuals/vaxemail.html.

Internet Resource Collections

Inter-Links.

A terrific collection! Includes Internet services, guides, tutorials, and more. In the Reference Shelf section, you'll find zip and area code directories and Roget's Thesaurus, while the Library links connect you to the Library of Congress and UnCover. URL: http://www.nova.edu/Inter-Links/.

Internet Resources.

One-stop surfing for the Big Dummy's Guide to the Internet, the ROADMAP and TOURBUS series, and more. URL: http://www.brandonu.ca/~ennsnr/Resources/Welcome.html .

Webmaster Reference Library.

An awesome resource. Annotated lists of Internet books, articles, and tutorials, including an entire section on HTML tutorials. URL: http://www.webreference.com/ .

Yanoff's Internet Services List.

Highly regarded collection of resources on just about any topic. Less annotation than Webmaster Reference Library. URL: http://www.spectracom.com/islist/ .

This Manual is continually updated on the World Wide Web. To see what's new, go to http://www.umbc.edu/wmst/updates.html .

About the Author

Joan Korenman is Director of Women's Studies and an English professor at the University of Maryland Baltimore County. She received her B.A. from Brandeis University and her M.A. and Ph.D. in American literature from Harvard University. In 1991, she established WMST-L, an electronic forum for Women's Studies teaching, research, and program administration. With more than 4,000 subscribers in 41 countries, WMST-L is now the largest women-related e-mail forum in the world. She also established and maintains the UMBC Women's Studies World Wide Web (WWW) site and a related gopher site; these sites include frequently-updated compilations of women-related e-mail forums and WWW sites concerned with women's studies/women's issues.

Professor Korenman has given numerous conference talks and workshops about computer-mediated communications and online resources for women and participated in a panel on "Doing Women's Studies Research Electronically" at the 1995 United Nations Conference on Women in Beijing. Additionally, she serves on the advisory board of the American Studies Association's WWW Crossroads Project, the editorial board of the electronic forum H-WOMEN, the national committee of consultants of the National Center for Curriculum Transformation Resources on Women, the communications committee of the National Women's Studies Association, and as an associate editor of the *Electronic Journal on Virtual Culture*. With Nancy Wyatt, she co-authored a study entitled "Group Dynamics on an E-Mail Forum" (in S. Herring, ed., *Computer-Mediated Communication: Linguistic, Social and Cross-Cultural Perspectives*, John Benjamins, 1996). In her other life, she writes about American literature.

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Publications of the National Center for Curriculum Transformation Resources on Women

WOMEN IN THE CURRICULUM

The following publications consist of directories, manuals, and essays covering the primary information needed by educators to transform the curriculum to incorporate the scholarship on women. The publications have been designed to be brief, user friendly, and cross referenced to each other. They can be purchased as a set or as individual titles. Tables of contents and sample passages are available on the National Center Web page: http://www.towson.edu/ncctrw/.

➢ ***Directory of Curriculum Transformation Projects and Activities in the U.S.***

The *Directory* provides brief descriptions of over 200 curriculum transformation projects or activities from 1976 to the present. It is intended to help educators review the amount and kinds of work that have been occurring in curriculum transformation on women and encourage them to consult project publications (see also *Catalog of Resources*) and to contact project directors for more information about projects of particular interest and relevance to their needs.

295 pages, 8" X 11 hardcover, $30 individuals, $45 institutions, ISBN 1-885303-07-6

➢ ***Catalog of Curriculum Transformation Resources***

The *Catalog* lists materials developed by curriculum transformation projects and national organizations that are available either free or for sale. These include proposals, reports, bibliographies, workshop descriptions, reading lists, revised syllabi, classroom materials, participant essays, newsletters, and other products of curriculum transformation activities, especially from those projects listed in the *Directory*. These resources provide valuable information, models, and examples for educators leading and participating in curriculum transformation activities.

(Available fall 1997)

➢ ***Introductory Bibliography for Curriculum Transformation***

The *Introductory Bibliography* provides a list of references for beginning curriculum transformation on women, especially for those organizing projects and activities for faculty and teachers. It does not attempt to be comprehensive but rather to simplify the process of selection by offering an "introduction" that will lead you to other sources.

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➢ ***Getting Started: Planning Curriculum Transformation***

Planning Curriculum Transformation describes the major stages and components of curriculum transformation projects as they have developed since about 1980. Written by Elaine Hedges, whose long experience in women's studies and curriculum transformation projects informs this synthesis, *Getting Started* is designed to help faculty and administrators initiate, plan, and conduct faculty development and curriculum projects whose purpose is to incorporate the content and perspectives of women's studies and race/ethnic studies scholarship into their courses.

124 pages, 6 x 9 hardcover, $20 individuals, $30 institutions, ISBN 1-885303-06-8

Towson State University, Baltimore, MD

➢ ***Internet Resources on Women: Using Electronic Media in Curriculum Transformation***

This manual gives clear, step-by-step instructions on how to use e-mail, find e-mail addresses, and access e-mail discussion lists relevant to curriculum transformation. It explains Telnet, FTP, Gopher, and the World Wide Web, and how to access and use them. It discusses online information about women on e-mail lists and World Wide Web sites. Written by Joan Korenman, who has accumulated much experience through running the Women's Studies e-mail list, this manual is a unique resource for identifying information for curriculum transformation on the Internet. Updates to this manual will be available on the World Wide Web at http://www.umbc.edu/wmst/updates.html .

130 pages, 6 x 9 hardcover, $20 individuals, $30 institutions, ISBN 1-885303-08-4

➢ ***Funding: Obtaining Money for Curriculum Transformation Projects and Activities***

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This manual outlines several designs which could be used when assessing the success of a project. *Evaluation: Measuring the Success of Curriculum Transformation* is written by Beth Vanfossen, whose background in the teaching of research methods as well as practical experience in conducting evaluation research informs the manual's advice. Evaluation is an increasingly important component of curriculum transformation work on which project directors and others often need assistance.

(Available fall 1997)

➢ ***Discipline Analysis Essays***

Under the general editorship of Elaine Hedges, the National Center has requested scholars in selected academic disciplines to write brief essays summarizing the impact of the new scholarship on women on their discipline. These essays identify and explain the issues to be confronted as faculty in these disciplines revise their courses to include the information and perspectives provided by this scholarship. The series is under continuous development, and titles will be added as they become available. See order form for essays currently available.

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